

ADHD Management Shared Responsibilities Agreement

Purpose: *This agreement outlines the shared responsibilities between Burlington Pediatrics/Mebane Pediatrics and the patients/guardians for the management of Attention-Deficit/Hyperactivity Disorder (ADHD) with controlled substance prescriptions.*

Clinical Standards and Best Practices: *The providers at Burlington Pediatrics/Mebane Pediatrics deliver trusted care to their patients and adhere to the highest standards of evidence-based clinical care. Our practice follows the guidelines and best practices recommended by the Drug Enforcement Administration (DEA), and the North Carolina Medical Board, and the National Committee for Quality Assurance (NCQA). We are committed to providing safe and effective ADHD management for our patients.*

Evaluation and Diagnosis

For most patients with behavioral or academic concerns related to ADHD symptoms, the practice will offer a referral for psychoeducational evaluation and testing. For patients who are well-established at the practice, the provider may consider initiating an ADHD evaluation directly. Medication management is not offered to patients without a formal evaluation and diagnosis of ADHD.

Follow-up Evaluation

As children mature and grow, their symptoms of ADHD and academic needs and supports may change. We recommend that patients receive a follow-up evaluation at a minimum of every 3 years. The provider may require a follow-up evaluation at any time in which there is a question of whether the patient has an accurate diagnosis, if desired outcomes are not met with medication, or if there are significant changes in behaviors or school performance.

Transferring ADHD Management

If a patient desires to transfer their ADHD management to our practice, we require complete medical records of the patient's ADHD diagnosis and prior treatment before we schedule an initial ADHD consultation. These patients will be expected to follow the same follow-up plan as newly diagnosed ADHD patients in order for the provider to better understand the patient's ADHD symptoms and treatment outcomes.

Referral to a Behavioral Health Specialist for Management

At any time, our practice providers may advise that a patient transition ADHD management to a behavioral health specialist or psychiatrist for further management if the patient's needs are beyond what can be provided in a primary care setting. The patient and parents may also request a referral at any time to transition ADHD care to a specialist.

Expectations for Follow-Up Appointments

1. Frequency of Visits

Patients receiving ADHD management must be seen for follow-up appointments every 3 months, unless otherwise arranged with the provider. For new medication initiation, changes in dosing, changes in medication, or active concerns such as weight loss, the provider may request monthly follow-up.

2. Well Visit and ADHD Follow-Up

ADHD management requires specific time and attention beyond the standard scope of care for well-child visits. Therefore, ADHD follow-up visits conducted on the same day as a well visit may incur an additional charge or visit copay for the services provided outside the scope of the standard well visit.

3. Scheduling Appointments

Future appointments should be scheduled at the time of checkout from your visit. Failure to do so may result in your child running out of medication before the next appointment.

Medication Refills

1. Timeliness of Refills

- Medication refills will be processed within 3 business days of the request being received.
- Requests for refills should be made in advance to avoid any interruption in medication therapy.
- ADHD medications are refilled by the provider managing your child's ADHD, or the designated cross-covering provider. We are unable to fill urgent ADHD medication requests on weekends, holidays, or other limited staffing days.

2. Preferred Method of Request

- The preferred method for submitting medication refill requests is through the patient portal.
- Patients and guardians are encouraged to use the portal for its convenience and efficiency in processing requests and to send any updates on management.

3. Unavailable or Back-Ordered Medications

- If the prescribed medication is not available at your requested pharmacy, it is the patient and/or guardian's responsibility to find another pharmacy that has the medication in stock.

- While we strive to fill medication requests as quickly as possible, multiple same-day attempts to contact our office for the same refill request are disruptive and do not expedite your request.

4. Medication Compliance and Safety

- Providers reserve the right to decline medication refill requests if there are concerns regarding medication safety or compliance or if there is concern that the medication is not being used as directed.
- Ensuring the safety and efficacy of ADHD treatment is our priority, and we may require additional follow-up appointments or discussions to address these concerns prior to prescribing medications.

Agreement to Responsibilities: By signing this agreement, the patient or guardian acknowledges the importance of regular follow-up care and adherence to the medication management expectations and plan as outlined above. Failure to abide by the management plan may result in denial of prescriptions, referral to transition ADHD management to another provider outside our practice, and or dismissal from the practice.

Patient Name: _____

Patient's Date of Birth: _____

Patient/Guardian Signature: _____

Date: _____

This agreement is designed to support a collaborative approach for the active management of ADHD and to align expectations regarding ADHD management, ensuring that patients receive the best possible care and attention. If you have any questions or concerns, please contact the Burlington Pediatrics/Mebane Pediatrics Care Team directly.