

# How to Order:

## New Prescriptions

To avoid delays, please make sure to complete all sections of this form. Then mail it, along with your new prescriptions and payment, to Wellpartner. Ask your health care provider to write your prescription to maximize your prescription drug benefit. Usually, this means your prescription may be written for up to a 90-day supply of your medication. Check your prescription plan for specific coverage information.

Or you may register the information required on this form (or make changes to this information) via our secure website at [www.wellpartner.com](http://www.wellpartner.com). **After** registration is complete, your doctor may fax prescriptions to Wellpartner at 1.866.624.5797.

Please do not send prescriptions or have your doctor fax prescriptions to Wellpartner until you want them filled. Unless you notify us differently, Wellpartner will fill your prescriptions for the quantities prescribed by your doctor and allowed by your prescription plan benefit.

## Shipping Charges

Standard shipping is **FREE on all orders containing prescription items**. Orders containing only non-prescription items will be charged a \$5.95 fee for standard shipping. Next-day and second-day delivery are available for an additional charge.

## Payment Options

Payment is required before your order can be shipped. Payment is accepted in the form of a credit card (American Express, Discover, MasterCard or Visa) or a debit card.



## Delivery Time

In most cases your prescription order will arrive within 4 to 7 business days after your order is received by Wellpartner. **Please allow more time for new prescriptions.**

## Generic Drugs

Our pharmacists will substitute a less expensive generic medication for the brand-name medication your doctor prescribed, unless you or your doctor indicate otherwise. We utilize only FDA-approved generic medications that meet rigid quality and equivalence guidelines.

## Confidentiality

In order to more effectively monitor your prescription drug therapy and better serve you, we have requested personal information such as your date of birth, medical conditions, and known drug allergies. This information, as well as all personal information retained by Wellpartner, is strictly confidential and will only be used to help us provide you with the utmost in pharmacy care.



**Instructions**

Please complete this form and return it to Wellpartner, P.O. Box 5909, Portland, OR 97228-5909.

Be sure to enclose your original prescription(s) along with payment information.

- ◆ To avoid delays, please complete all sections of this form and mail it with your new prescriptions.
- ◆ **Please do not send prescriptions to Wellpartner until you want them filled.**  
Upon receipt of your order Wellpartner will fill your prescriptions in accordance with the provisions of your prescription drug plan.
- ◆ Make sure the patient's first name, last name, address and date of birth are printed on **each prescription**.
- ◆ If there are multiple doctors listed on a prescription, circle or clearly mark the doctor that wrote each prescription.
- ◆ Payment is required before your order can be shipped.

**PATIENT INFORMATION**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_

DOB: / / Gender: \_\_\_\_\_

Primary Prescriber: \_\_\_\_\_

Prescriber Phone: - -

Medical Record # (if applicable): \_\_\_\_\_

**Allergies** (Check all that apply):

- None known     Aspirin     Codeine     Erythromycin     Penicillin  
 Morphine     Sulfa     Other: \_\_\_\_\_

**Medical Conditions** (Check all that apply):

- None known     Active Ulcer     Arthritis  
 Asthma     Congestive Heart Failure     Diabetes  
 High Blood Pressure     Hyperthyroid     Hypothyroid  
 Kidney Disorder     Liver Disorder     Pregnancy  
 Other: \_\_\_\_\_

**PRESCRIPTION INSURANCE INFORMATION**

Insurance Plan: \_\_\_\_\_

Group Name/Number: \_\_\_\_\_

Cardholder ID Number: \_\_\_\_\_

Primary Cardholder Name: \_\_\_\_\_

Relationship to Cardholder:     Self     Spouse/Partner     Child/Dependant

Insurance Phone (refer to back of insurance card): - -

**Insurance customers:** Please note, your prescriptions will be filled in accordance with your plan limitations. If you have any questions, please contact your benefits coordinator.

**SHIPPING INFORMATION**

Permanent address     Address for this order only

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Daytime Phone: - -

Email: \_\_\_\_\_

**PAYMENT INFORMATION**

Credit Card     Debit Card

               

Credit Card Number: \_\_\_\_\_ Expiration Date: /

Name on Card: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

**GENERIC PREFERENCE**

**Note:** Our pharmacists will substitute a less expensive generic medication for the brand-name medication your doctor prescribed, unless you or your doctor indicate otherwise.

**SAFETY CAP PREFERENCE**

Federal Law requires us to dispense your medication with a child-resistant cap. If you do **NOT** want to receive your medications with child-resistant caps, please sign below.

Signed: \_\_\_\_\_