



Auburn Family Medical Center, Inc., P.S.

Plaza 2, 202 North Division St., Suite 405
Auburn, WA 98001-4939

Phone: 253-939-3604

Fax: 253-735-4167

www.auburnfmc.org

Office Visit Guidelines

Thank you for choosing us as your health care providers. In order to assure the most appropriate and effective care, it is our policy that a provider sees you in the office for any of the following circumstances:

- Any new medical conditions
- Any new occurrence or recurrence of a condition previously treated at AFMC
- Any request for diagnostic or laboratory testing
- Patients on prescription medications who have not had a comprehensive exam or visit specific to these conditions within 1 year
- Diabetic, high cholesterol and high blood pressure patients who have not had an office visit within 6 months or to address any specific concerns

Medication Refills

Prescription medications, while important in managing acute and chronic illnesses and injuries, can be harmful if given incorrectly. Many medications also require monitoring to make sure they are working without causing unwanted side effects. It is for your safety that Auburn Family Medical Center asks that you **schedule an office visit for all prescription refills.**

At your scheduled appointment, your caregiver will discuss treatment goals, appropriate monitoring intervals for your health issues and medications, and will make sure you have enough refills until the next scheduled appointment.

It is important you schedule office visits for medication refills in a timely manner. A good reminder can be when your medication bottle shows “No remaining refills” or “Contact provider before additional refills provided.” Please call to schedule an appointment at least 2 weeks before you run out of the medication. Another tip is to check all your medications before coming in to decrease amount of refill visits. Always bring a printed list of your medications or all medicine bottles to your appointment. Also, make sure you have taken your medications prior to your appointment time, even if you come in fasting. This allows your providers to make sure they are working appropriately. **One exception, please note that diabetic patients should not take insulin or diabetic medications while fasting.**

We know unexpected events happen from time to time. On occasion, if you are unable to schedule an appointment before running out of your medications, call our clinic directly. Please allow at least two business days before picking it up. **We are not able to refill any medication not previously prescribed by an AFMC provider without an appointment.**