

## HOW TO: SEND A PRESCRIPTION FOR A CONTROLLED SUBSTANCE



□ Have downloaded and installed a security token application on a device other than the one on which you will be prescribing (e.g., your mobile phone)

AND

□ Be enrolled and active in DrFirst.

Step	Action			
1	Complete the prescription information in the New Rx, Add Therapy, or Renew Rx popup in the medications section of the patient chart or review the new prescription that has been Held for Provider.	Search Favorites     acetaminophen-     HYDROcodone 335 mg-7.5 mg     table: Table: Table: 5 youth     every 4- hours as needed for pain     30 Tablets - 0 refils     Sullenberger, Lance, MD, FACC FACP,     Adalat CC 60 mg tablet, extended     relaxes - table 1 tablet daily     90 Tablets - 3 refils     Sullenberger, Lance, MD, FACC FACP,     Addat CC 60 mg tablet, extended     relaxes - table 1 tablet youth     divy     90 Tablets - 3 refils     amLODIPine 3mg tablet - take 1     tablet by mouth daily     30 Tablets - 0 refils     amLODIPine 3mg tablet - Takle 1     tablet by mouth daily     90 Tablets - 1 refils     applich - 13 mg dailyng refils     applich - 13 mg dailyng refils     applich - 13 mg dailyng refils     applich - 13 refils	New Rx  Best, Wayne [ID: 122274553] x  Phome: [818) 222-4444  Drug *  AL-PRA2Colam x  Fener Monstandard Drug Dose *  Ing tablet *  This drug is a Schedule IV controlled substance and will be sent with EPCS.  SIG *  I tablet every 4 hours I18 characters remaining  DAW Quanty *  Rehits Date Written 03/16/2016  Cancet Hold for I	Contraindications Contraindic
2	Click Send to Pharmacy.		Send Aldactone 25 mg tablet to Pharmacy Pharmacy Alina Pharmacy	
3	Select a pharmacy that is authorized to receive EPCS prescriptions as indicated with this label: <b>CEPCS</b>		(S12) 333-8662 ISAY W. Chicago Ave Chicago J. 60442 Restill V. Storetako (≠ akk kells) (≠ (PCS) Qther Pharmacy Set this pharmacy as the patient's preferred pharmacy Notes to Pharmacis: Pharmacy Notes to characters remaining ISUarce Plan (Lice regioned for mail: order pharmacie) Unavailable Cincial Send	



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4	Click Send to Pharmacy. You are forwarded to the DrFirst Controlled Substance Prescription Signing Screen on a new browser tab to authenticate.	Controlled Substance Prescription Signing Screen      Controlled Substance Prescriptin State      Controlled Screen      Controlled Screen      Control		
5	Click to insert a checkmark to the left of the prescription in the center of the page.	Pending Controlled Substance Prescriptions           Madication Prescription         Constription         Constription         Constription           ALPRAZAtim 1 mg tablet         8         0         ALPRAZATE PHARMACY         Onder 4, base           Option 1 mg tablet         8         0         ALPRAZATE PHARMACY         Onder 7, 1086465           Sign: 1 abolet every 4 tours         8         0         ALPRAZATE PHARMACY         Onder 7, 1086465           By completing the two factor authentication protocol at this time, you are legally signing the selected prescription(s) and authorizing the transmission of the above information to the pharmacy for dispensing. The two factor authentication protocol may only be completed by the practitioner whose Name and DEA registration number appears active.		
6	Type your passphrase in "Enter your signing passphrase."	Choose your Darks from list Enter your righting passphrase (VISMT36472418)(My phone) : • • • • • • • • • • • • • • • • • •		
7	Access your token software on your phone, and type the 6-digit code shown on your phone in the "Enter the pin from your OTP token" before it expires (30 seconds).	VIP Access VIP Access Credential ID VSMT36472418 Security Code 729812 28 Symantec VIP		
8	Click Sign and Send.			
9	When DrFirst completes the transaction, close the DrFirst tab and return to the escribeHOST tab. The new prescription is added to the patient's medications list. A successful transaction will say "[tbd]"	[image pending completion of ESH- 2680]		