



Electronic Pharmacist Information Consultant
A Service of Pharma-Care, Inc. / Creative Care Consulting, LLC.

Change of Status Policy and Procedure

POLICY:

Residents who experience a change of status as defined by the federal guidelines can have their medications reviewed by a licensed pharmacist.

PROCEDURE:

A. The assigned nurse is responsible to fax in the following:

1. The completed MEDICATION REVIEW REQUEST FORM provided by the E.P.I.C. department
CHECK OFF **CHANGE OF STATUS**, and any of the event(s) to be evaluated in a "Change of Status".
2. The Physician Order Sheet

B. DO NOT SEND RESIDENT CHARTS OR MEDICAL RECORDS

C. Send only **ONE** resident's information as a single transmission with the **RESIDENT'S NAME** and **FACILITY NAME** clearly printed on **ALL** sheets. **DO NOT GROUP RESIDENTS TOGETHER.** Fax to:

E.P.I.C. Department

Fax: (732) 574-3469 or (732) 574-3926 or 732-943-3571 or 732-943-3572

D. Within 48 business hours of receipt, the E.P.I.C. Consultant Pharmacist will evaluate the information provided and will fax and/or email the review back. The facility needs to provide the fax numbers and/or emails to the E.P.I.C. Department.

E. A copy of the E.P.I.C. report must be placed in the appropriate section of the patient's chart and acted upon the assigned nurse in a timely manner, per facility policy.

F. When a response is requested from the attending physician, the facility will contact the attending physician in a timely manner, per facility policy unless it is a "**Clinically Significant**" irregularity which needs to be addressed by **midnight of the next calendar day (24 hours)**. The physician's response needs to be noted on the E.P.I.C. consult sheet. If the response is in the negative, the attending physician will indicate a short statement of the rationale for rejecting the recommendation.