

**\*PRGORD\***

Progress & Order



Peace Harbor Medical Center

Outpatient Infusion Service Request

Phone: (541) 902-6019 Fax: (541) 902-1649

Thank you for selecting our infusion services team to care for your patient. If you are not a PeaceHealth provider, all information listed below is required before we can process orders and schedule your patient for treatment.

**Part A- Patient scheduling and contact information:**

Patient Name (Last, First): \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Patient Contact Information and Phone Number (s): \_\_\_\_\_

Ordering Provider Name (Print): \_\_\_\_\_

Provider Clinic or Service Address: \_\_\_\_\_

Clinic or Service Phone Number: \_\_\_\_\_ Clinic or Service Fax Number: \_\_\_\_\_

Diagnosis (include ICD 10 codes): \_\_\_\_\_

Medication and Service Requested- list J-Code/ CPT code if known: \_\_\_\_\_

**Date Service is Requested to Begin:** \_\_\_\_\_ **Date Service is Expected to End:** \_\_\_\_\_

*Order will expire 1 year from date of provider signature unless "date service is expected to end" is earlier.*

**Part B- Insurance and Prior Authorization.** Any non-PeaceHealth provider must obtain prior authorization prior to service.

*Attach a copy of authorization documentation received from insurance payer when submitting orders.*

Insurance (Payer) Company: \_\_\_\_\_

Prior Authorization Number and Conditions: \_\_\_\_\_

Prior Authorization Expiration Date: \_\_\_\_\_

Insurance (Payer) Contact Phone Number: \_\_\_\_\_

**Part C- Elements needed to guide medication therapy are included with request for service:**

- All orders and instruction (please use the PeaceHealth approved ordering form) are complete and include provider signature AND printed name at the bottom of each order page. Check the boxes of ALL orders you would like to activate.
- For blood products, PeaceHealth Blood and Transfusion Consent form is signed and dated by the provider and the patient.

**If information is located outside of PeaceHealth's electronic medical record system attach the following:**

- A list of current medications reconciled by patient provider is available and includes a list of known allergies.
- Recent progress notes from ordering provider.
- A copy of relevant laboratory results and other appropriate supporting documentation.

**IMPORTANT MESSAGE TO PROVIDERS:** To reduce delays in treatment and phone calls to your office you may participate in the PHMC formulary process by signing this document. A clinical pharmacist will adjust orders according to PHMC approved policies and procedures.

*I agree to utilize PHMC policies & procedures that have been reviewed by the Pharmacy & Therapeutics Committee and authorized by the Medical Executive Committee of PHMC. This agreement will be issued for the duration of active orders contained within this treatment plan.*

**PROVIDER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**FAX completed service request and completed orders to: PHMC OP Infusion and Nursing Services 541-902-1649**

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Progress &amp; Orders



## Epoetin alfa-epbx (RETACRIT) Outpatient Infusion Therapy Plan

All Pre-Selected Boxed Orders Are Initiated by Default Unless Crossed Out by Practitioner. All Boxed Orders Require Practitioner Check to be Initiated.

Heading	Content
<b>For Admission to Service</b>	<p><b>Provider Instruction</b> – Please review information below and address requirements for admission to service:</p> <ol style="list-style-type: none"> <li>1. Correct preexisting iron, B12 and/or folate deficiencies prior to therapy.</li> <li>2. Provider has screened patient for uncontrolled hypertension, seizures, heart failure, coronary heart disease and stroke prior to initiating therapy.</li> <li>3. Provide patient with the FDA approved medication guide for epoetin alfa-epbx (Retacrit).</li> </ol>
<b>Supportive Care</b>	<p><input checked="" type="checkbox"/> <b>Goal of treatment</b> – Hemoglobin concentration 10 - 11 g/dL. Hemoglobin must be below 10 g/dL on initiation.</p> <p><b>Choose one of the following:</b></p> <p><b>Initiation orders for patients with CKD not on dialysis:</b></p> <p><input type="checkbox"/> Epoetin alpha-epbx (Retacrit) injection 50 <b>units/kg</b> subcutaneous every week  <input type="checkbox"/> Epoetin alpha-epbx (Retacrit) injection 100 <b>units/kg</b> subcutaneous every week  <input type="checkbox"/> Epoetin alpha-epbx (Retacrit) injection _____ <b>units</b> subcutaneous every _____ (frequency)</p> <p><b>A. Maintenance orders to continue current dose (renewal of expired orders):</b>  <input type="checkbox"/> Epoetin alpha-epbx (Retacrit) injection _____ <b>units</b> subcutaneous every _____ (frequency)</p> <p><b>B. Dose and Dose Adjustment by Provider:</b>  <input type="checkbox"/> Epoetin alpha-epbx (Retacrit) injection _____ <b>units</b> subcutaneous every _____ (frequency)</p> <p><b>Additional order instruction:</b></p> <p><input checked="" type="checkbox"/> Pharmacist to adjust dose as needed to maintain therapeutic goal using the <a href="#">epoetin alpha-epbx (Retacrit) dose adjustment guidelines</a>. <input checked="" type="checkbox"/> Dose of epoetin alpha-epbx (Retacrit) may be rounded to the nearest 1000 units.</p>
<b>Nursing Orders</b>	<p><input checked="" type="checkbox"/> Hold epoetin alfa-epbx if hemoglobin is greater than 11 g/dL and notify provider.</p> <p><input checked="" type="checkbox"/> Patients receiving concurrent treatment with Iron Sucrose (Venofer) and/or Vitamin B12 cannot receive an erythropoiesis stimulating agent (e.g., Retacrit) treatment on the same day.</p> <p><input checked="" type="checkbox"/> Measure blood pressure at each visit. Hold Retacrit and contact provider if blood pressure is greater than 160/90 mmHg.</p>
<b>Labs</b>	<p><input checked="" type="checkbox"/> Hemoglobin and hematocrit once prior to beginning treatment and every 7 days for weekly dosing, every 14 days for every 2-week dosing, or every 28 days for every 4-week dosing. May decrease to every 4 weeks once hemoglobin is stable.</p> <p><input checked="" type="checkbox"/> Iron Deficiency Panel once prior to beginning treatment and every 84 days.</p> <p><input checked="" type="checkbox"/> Treatment lab instructions – Provider approves to release and draw labs 2 days pre and post this planned treatment date.</p>
<b>PHMC Outpatient Infusion Contact Information</b>	<p><b>PROVIDER – PLEASE SIGN, DATE AND TIME ORDERS AND RETURN TO:</b></p> <p><b>PeaceHealth Peace Harbor Medical Center Outpatient Infusion Services Department</b>  400 Ninth Street, Florence, OR 97439  Contact Phone: 541-902-6019 and FAX <b>541-902-1649</b></p>
<b>Authorization by Verbal or Telephone Order</b>	<p>Person giving verbal or telephone order: _____</p> <p>Person receiving verbal or telephone order: _____</p> <p><input type="checkbox"/> Check to indicate verbal or telephone orders have been read back to confirm accuracy</p>

**Practitioner Signature:** \_\_\_\_\_ **Date of Order:** \_\_\_\_\_ **Time:** \_\_\_\_\_

*Final page of orders must include signature of the ordering practitioner, date, and time.*