

Northern Virginia Pediatric Associates, P.C.

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Prescription Refill Procedure

Prescription refill requests are best handled at the time of your child's office visit. If a prescription refill is needed at another time, all requests, with the exception of Schedule II controlled medications (Ritalin, Concerta, Adderall, etc.), should be called in directly to the pharmacy. The pharmacy then faxes the request to our office with all of the necessary information. Handling prescription refill requests in this manner greatly improves turn-around time and decreases confusion. Please allow at least three working days for processing. A \$10.00 administrative fee will be applied to refills not processed by your pharmacy.

*For Schedule II controlled medications, a refill form must be downloaded and either brought into our office or faxed directly to our office at 703-532-8426 or a copy can be picked up at our office. A \$10.00 processing fee will be charged for each Schedule II refill. Please allow five working days for processing.