

PRESCRIPTION FILING

Rule 4729-5-09 [Update effective 07/01/1994]

All original outpatient prescriptions shall be filed in the following manner:

- (A) Prescriptions for schedule II controlled substances shall be maintained in a separate prescription file for schedule II prescriptions.
- (B) Prescriptions for schedules III, IV, and V controlled substances shall be maintained in a separate prescription file for schedules III, IV, and V prescriptions.
- (C) Prescriptions for noncontrolled substances shall be maintained in a separate prescription file for noncontrolled prescriptions.

Prescriptions containing multiple drug orders shall be filed in the most restrictive file. In this case, a mechanism must be in place to allow the immediate retrieval of all prescriptions.

If the prescription records are kept on microfilm, automated data processing retrievable electronic media, or in any form requiring special equipment to render the records easily readable, the registrant shall provide access to such equipment with the records. If any code system is used (other than pricing information), a key to the code shall be provided to make the records understandable

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