



**Cochise County Health Department
– Jail Health Medical –
Pharmaceutical Services
25-17-HEA-01
Thursday, May 8, 2025, 4:00 PM MDT**



**Submitted by:
Hunter Hoggatt, Vice President of Corrections
Westwood Pharmacy
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May 1, 2025

Anne Coppola
Contracts Administrator
1415 Melody Lane, Building C
Bisbee, AZ 85603

RE: Cochise County Health Department - Jail Health Medical
Bid 25-17-HEA-01, Pharmaceutical Services for Jail Health Medical

Dear Ms. Coppola:

Thank you for the opportunity to respond to the above-listed Request for Proposal. Westwood Pharmacy is excited to highlight the services we can provide for the Cochise County Jail. Westwood Pharmacy stands tall as one of the leading providers of comprehensive pharmacy services to correctional facilities across the United States, servicing approximately 150 clients in over 20 states. Westwood Pharmacy is confident in our national experience, and we firmly believe we are the best solution for your facility.

Westwood Pharmacy takes great pride in providing our clients with the most reliable delivery services and the quickest turnaround time for ordering and delivery! We possess a robust knowledge of the corrections industry and have been providing pharmaceutical services to correctional facilities for nearly thirty years. Westwood Pharmacy understands the Cochise County Jail deserves prompt, dependable services, unparalleled customer support, and consistent, aggressive cost-effectiveness. ***This powerful combination reduces pharmacy costs, provides timely medication deliveries, and improves patient outcomes.***

Based on our discussions with our shipping vendor, FedEx, Cochise County can receive FedEx Overnight Shipping daily. Cochise County will not only receive daily deliveries they will also receive Saturday deliveries, thereby providing Cochise County with a strong delivery service and maintaining continuity of care.

Cochise County will receive outstanding services and support from Westwood Pharmacy, and we are confident in our ability to meet and, in some cases, exceed your facility's requirements. ***With Westwood Pharmacy, you gain a partner capable of offering the services of a national provider.*** We will provide Cochise County with exemplary services and support, including but not limited to the following:

- Consistent and reliable delivery services
- The latest cut-off times for ordering prescriptions
- Superior customer service
- Multiple options for placing orders for fast, accurate ordering
- Active P&T meetings with ongoing formulary development
- 24/7/365 consultation support at **no additional charge**
- Robust reporting for precise data mining and analysis

Please do not hesitate to contact me if you have any questions or require any clarifications. We sincerely thank you for your consideration in this procurement process.

Warm regards,



Hunter Hoggatt

Vice President of Corrections

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Email: hunter.hoggatt@westwoodpharmacy.com

(w) 804-288-3620 // (c) 804-519-3383 // (f) 804-288-1508



Michael Jenkins

FedEx Account Executive
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8800 Studley Road
Mechanicsville, VA 23111
michael.jenkins@fedex.com
804-432-5696

April 18, 2025

Hunter Hoggatt

Vice President
Westwood Pharmacy
5823 Patterson Avenue
Richmond, VA 23226

Dear Hunter,

I hope this letter finds you well. I am reaching out to share information about FedEx's shipping solutions, both within the United States and internationally. We offer a wide range of services tailored to meet your business needs.

FedEx provides a comprehensive suite of services designed to support our clients' diverse shipping requirements. Currently, we offer two key services to Cochise County Jail, located at 203 N. Judd Drive, Bisbee, AZ 85603:

- **FedEx First Overnight®**: Ideal for business owners who need the fastest overnight delivery available.
- **FedEx Priority Overnight®**: Guarantees next-business-day delivery by a specific time to most U.S. locations.

Both services include Saturday delivery to Cochise County Jail.

Thank you for choosing FedEx. I look forward to supporting our continued partnership and helping your business thrive.

Sincerely,
Michael Jenkins
FedEx Account Executive
FedEx

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*Confidential/proprietary information not to be shared with competitors or through any FOIA requests.

**Cochise County
Request for Proposal (RFP)
25-17-HEA-01
Pharmaceutical Services**

**Section A
Pricing Proposal**



PRICING PROPOSAL

Westwood Pharmacy is proposing to Cochise County the following pricing proposal: Westwood Pharmacy's Invoice Cost + \$2.00 per Rx.

The pricing below represents a sample pricing list for Cochise County.

Drug Name	Quantity	Westwood Price	Current Price
Aripiprazole 10mg Tab	30	\$2.85	\$9.77
Budeson/Formot	10.3	\$146.07	\$351.90
Eliquis 5mg Tab	30	\$286.57	\$303.40
Ibuprofen 600mg Tab	30	\$2.82	\$5.97
Lacosamide 200mg Tab	60	\$24.24	\$91.63
Lantus Insulin U-100 INJ	10	\$61.00	\$63.87
Omeprazole 20mg Cap	30	\$2.94	\$10.57
Risperidone 2mg Tab	30	\$4.23	\$18.50
Sertraline 100mg Tab	30	\$3.41	\$7.09
Tamsulosin 0.4mg Cap	30	\$4.01	\$10.36

In addition to the superior services detailed in our response as well as the above pricing proposal, Cochise County will receive the following Value-Added Services:

Optimal Credits on Returns

The Cochise County Jail will receive prompt, optimal credits on returns through our aggressive credits program. *Cochise County will receive 100% credit and NO processing fee on returns.* Westwood Pharmacy, *in accordance with Federal and State Laws and Regulations and at the pharmacist's discretion with regard to eligibility, provides protocols for the return and credit of medication from Cochise County.* Westwood Pharmacy will absorb all costs associated with the medication return process for any unused medications that are unit dose-packaged in compliance with our return policy. (Please see detailed response in our response.)

Monthly Proactive Top 10 Inmate Spend Report

One value-added service that separates Westwood Pharmacy from the competition is that we provide your administration with a report highlighting the amounts spent on the Top 10 Inmates. Thorough research and analysis has shown that in correctional facilities of similar size to Cochise County Jail, 80% of drug costs are allocated to an average of 10 inmates – “the Top

10 Spend Inmates.” Our data mining illuminates those numbers and brings the statistics to the front and center of your reporting, allowing Cochise County to see valuable data mining and analysis related to drug costs. Please see a sample Top 10 Inmate Spend Report in **Section 4.0**.

Exceptional Formulary Management

Westwood Pharmacy will provide Cochise County with a formulary specific to Cochise County’s needs. Our extensive experience in formulary management prioritizes collaboration while developing a formulary for the facilities. Our Director of Clinical Services possesses vast experience in managed pharmaceutical care, institutional pharmaceutical care, and drug utilization review. Dr. Dowdy and her team of pharmacists collaborate with critical medical staff to develop, implement, and facilitate compliance with a formulary designed to maximize efficiency, safety, and cost-effectiveness for Cochise County Jail. Westwood Pharmacy believes that the best way to implement the formulary is by including facility physicians during all phases of development and implementation.

Our innovative and effective approach to formulary management focuses on **pharmaco-economics**. We strongly believe in coordination with our data analysis staff members who employ their skills to understand the monetary aspects of a medication’s total value. To determine the best medication, they evaluate the clinical quality, cost, and long-term effects of the medication, whether beneficial

or detrimental to the patient’s health. Active formulary management guarantees each facility is maximizing its performance both clinically and financially. Because of this best-practice approach, Westwood Pharmacy has had remarkable success with implementing formularies at our facilities.

24/7/365 Support at NO Additional Cost

With Westwood Pharmacy, Cochise County Jail will have access to 24/7/365 clinical consultation support. Jails operate 24/7/365, and we believe you should always have access to clinical consultation. That’s why we provide that diligent support at **no additional charge**.

eLinkRx, our State-of-the-art Software and Bidirectional Interface to your EHR

Westwood Pharmacy will maintain an accurate patient profile for each offender at the Cochise County Jail, via our state-of-the-art technology, eLinkRx. Cochise County Jail will receive eLinkRx and the integration to your electronic health system, CorrecTek, **free of charge**. Westwood Pharmacy has a long and successful history of bidirectional interface capability and seamless integration with CorrecTek. eLinkRx features an electronic reconciliation program that provides electronic order reconciliation and electronic submission of refill orders. Via eLinkRx, Cochise County Jail’s medical team can print MARs at any time -- one of the fundamental values of eLinkRx. We train all your necessary staff on the functions within eLinkRx. Designed exclusively

for correctional healthcare, eLinkRx allows physicians to transmit prescriptions electronically and send them directly to the pharmacy for processing.

eLinkRx is real-time technology that grants physicians and nurses immediate access to all patient information. Developed to minimize time spent transcribing orders to the pharmacy using order sheets and MARs, this software dramatically reduces the amount of time spent on paperwork. It eliminates medical errors caused by misinterpretations and manual transcription of physicians' orders. If desired, Westwood Pharmacy will coordinate with your facility to seamlessly implement eLinkRx, allowing your facility the ability and functionality to send electronic orders.



Once sent, eLinkRx directs the order to a team of pharmacists. It is their responsibility to verify that there are no medication interactions, duplicate therapies, or inmate allergies and to verify the doctor's signature to validate the daily dosage is in the proper therapeutic window.



Our data entry team then inputs the order into our software, and a pharmacist initiates another verification. After our pharmacy technicians review the order, the team prints the medication label and fills the correct medication, strength, and dosage form.

Equipment for Effective and Efficient Processing of Orders

Westwood Pharmacy will provide Cochise County with the appropriate equipment such as medical carts, scanners, and a fax machine for the duration of the contract. Having the proper equipment in place at your facility allows for smooth operations in ordering and processing orders.

**Cochise County
Request for Proposal (RFP)
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Pharmaceutical Services**

**Section B
Technical Ability**



Attachment 2 – Scope of Work

1.0 Background and Objective:

Cochise County is seeking qualified organizations to provide high quality cost-effective pharmacy services to Detention Health Services. Between 2,000 and 2,500 prescriptions are filled monthly for all areas within the departments (~~sampling of two months orders is shown in Attachment B~~); ~~however, this is only an estimate of actual quantities~~. No guarantee is expressed or implied as to the total quantity of medications to be purchased. Current activity consists of:

Westwood Response: Read and acknowledged

Per Addendum 1, dated March 25, 2025, Westwood Pharmacy acknowledges the removal of the reference to Attachment B.

2.0 Definitions:

1. **Controlled Substances:** Narcotics and other substances deemed to require special handling and inventory controls.
2. **County:** Cochise County, Arizona
3. **Detention Health Services:** Includes all medical services, mental health services, and substance use disorder services provided to the inmate population of Cochise County Detention Facility.
4. **Formulary:** a list of pharmaceuticals approved by the County
5. **MAR:** Medical Administration Record, a monthly day by day record of medication administration individualized for each inmate receiving medications.
6. **Medications:** a pharmaceutical which requires a prescription prior to being dispensed.
7. **OTC:** Over the counter, a drug that does not require a prescription prior to being dispensed.
8. **PRN:** As needed
9. **Unit of Service:** one prescription or OTC dispensed

Westwood Response: Read and acknowledged

3.0 Requirements:

- 3.1 **General Requirements:** This service provides for preparing, ordering, and dispensing prescription medications and OTC products to the County Detention Health Services inmates in compliance with Arizona laws, supervision of pharmacists and auxiliary staff and staff education regarding medications.

Westwood Response: Comply

Westwood Pharmacy will provide services for the ordering, preparing, and dispensing of prescription medications as well as OTC products for the inmates housed at Cochise County Detention Health Services Department, in compliance with federal as well as Arizona laws and regulations, and in accordance with the supervision of a pharmacist and auxiliary staff and will provide proper education regarding all medications dispensed.

- a. The contractor must be licensed to do business in the State of Arizona. Proof of licensure must accompany the proposal.

Westwood Response: Comply

Westwood Pharmacy is licensed to do business in the State of Arizona, and we include proof of licensure in **Section 4.0** of this response.

- b. The Contractor and its professional employees shall possess current valid professional licenses. All pharmacists involved in this Scope of Work must be licensed by the Arizona State Board of Pharmacy. Proof of licensure must accompany the proposal.

Westwood Response: Comply

Westwood Pharmacy includes proof of licensure in **Section 4.0** of this response.

- c. The Contractor shall comply with applicable statutes, rules, regulations, ordinances, guidelines, codes and standards issued, ratified and/or adopted by regulatory entities which have legal authority to address the provision of pharmacy services.

Westwood Response: Comply

Westwood Pharmacy will comply with all applicable federal, state, and local statutes, rules, regulations, ordinances, guidelines, codes, and standards issued, ratified, and/or adopted by the regulatory entities which have legal authority to address the provision of pharmacy services.

- d. The Contractor must have capability to interface with current electronic health record (CorrecTek).

Westwood Response: Comply

Westwood Pharmacy has the capability to seamlessly interface with all major electronic health record systems, including your CorrecTek system. In fact, Westwood Pharmacy has a long and successful integration history with CorrecTek. Westwood Pharmacy has amassed an extensive array of partners in providing seamless integration to a host of software systems to allow systems to function effectively via bi-directional interfaces.



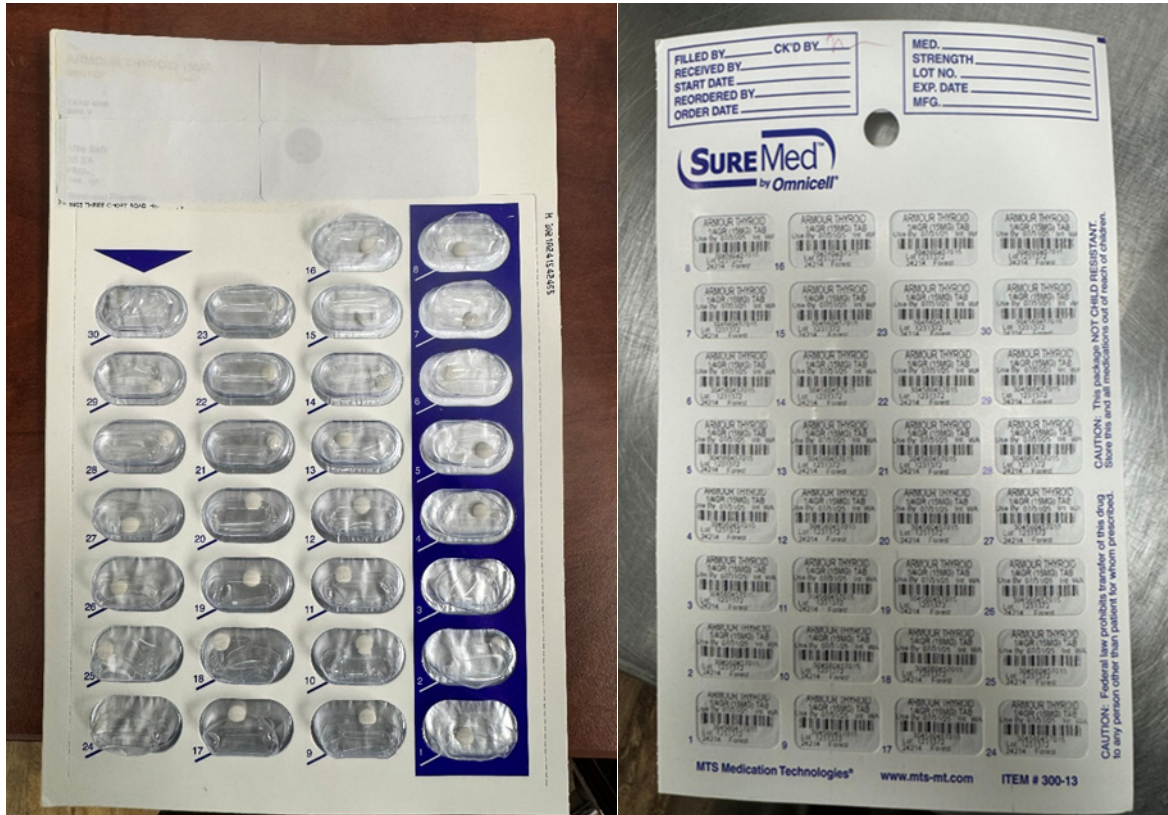
3.2 Service Requirements for Prescription Medications:

Dispensing of hard -dose, liquid, and cream medications.

Westwood Response: Comply

Westwood Pharmacy packages each medication using blister cards labeled with the name of the medication and strength, manufacturer name, lot number, and expiration date. Westwood Pharmacy will also utilize other means of dispensing where appropriate (e.g., seven-day prescriptions, liquids, and creams), and those items will comply with all laws and regulations.

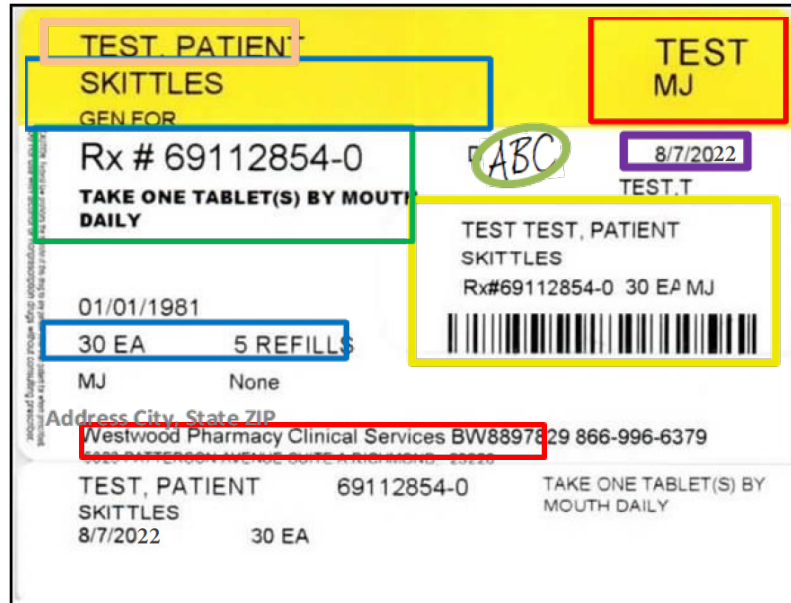
Please see our sample blister package and sample label below:



Westwood Pharmacy adheres to all labeling regulations when labeling prescriptions and individual OTC medications. Each label will include the following: inmate's name and prescription number; name of prescription, usage and usage instructions; doctor's name; and number of refills. Prescriptions are labeled according to client specifications as well as State and Federal requirements.

All dispensed medications are FDA approved and will meet or exceed all Federal and State pharmaceutical regulatory agency standards. Included below is an image of a sample medication label that includes all necessary information. Each packaged medication will contain a bar code for convenient scanning and the prescription's authorization number. The medications will contain a duplicate peel-off label to expedite refill orders by fax, if desirable or necessary.

Sample Medication Label



Legend:

- **Red** = Facility name and address
- **Peach** = Patient's name
- **Green square** = Directions for use and cautionary statements
- **Blue** = Brand name and strength followed by the generic with the quantity and refills; the product identification number can be found on the reverse of the blister card
- **Purple** = Dispensing date (expiration date on back of the card)
- **Green circle** = Dispensing pharmacist's initials
- **Yellow** = Two-part peel off label

- a. Each medication will be authorized for 365-day refills unless otherwise indicated or prohibited. Refills may be ordered between ten [10] and twenty [20] days after last filled unless otherwise specified and authorized. Medications ordered as PRN may be refilled more frequently at the discretion of the pharmacist in consultation with the ordering provider, Detention Health Services.

Westwood Response: Comply

Where applicable, each medication will be authorized for 365-day refills unless otherwise indicated or prohibited. Refills may be ordered between ten (10) and twenty 20 days after last filled unless otherwise specified and authorized. Medications ordered as PRN may be filled more frequently at the discretion of the pharmacist in consultation with the ordering provider, Detention Health Services. All prescriptions are filled and refilled in compliance with all applicable federal, state, and local laws and regulations.

- b. Should a medication require compounding, the contractor will obtain formulary and or non-formulary product according to the appropriate procedures. All compounding will be completed in accordance with the rules and regulations of the Arizona Board of Pharmacy.

Westwood Response: Comply

If a medication requires compounding, Westwood Pharmacy will obtain formulary or non-formulary product in accordance with the appropriate procedures. All compounding will be completed in accordance with the rules and regulations of the Arizona Board of Pharmacy.

- c. The contractor, in coordination with the Director- Detention Health Services, ordering providers, and Medical Director for Detention Health Services, shall write appropriate formularies for receiving organization.

Westwood Response: Comply

Westwood Pharmacy will adhere to the formulary, protocols, policies and procedures for Cochise County Detention Health Services and Medical Director and will work closely with the medical team personnel to develop, implement, and facilitate compliance with a formulary designed to maximize the efficacy, safety, and cost-effectiveness of drugs. Westwood Pharmacy will develop a formulary specific to Cochise County's needs. *Think of Westwood Pharmacy's team as an extension of your medical team!*

Westwood Pharmacy holds extensive experience in formulary management and prioritizes collaboration while developing a formulary for the facilities. Our Director of Clinical Services, Dr. Shannon Dowdy, possesses a wealth of experience in managed pharmaceutical care, institutional pharmaceutical care, and drug utilization. She directly oversees the management of the formulary.

Upon contract award, Dr. Dowdy and her team of pharmacists collaborate with critical medical staff to develop, implement, and facilitate compliance with a formulary designed to maximize efficiency, safety, and cost-effectiveness. Westwood Pharmacy believes that the best way to implement the formulary is by including facility physicians during all phases of development and implementation.

Our innovative and effective approach to formulary management focuses on **pharmacoeconomics**. We strongly believe in coordination with our data analysis staff members who employ their skills to understand the monetary aspects of a medication's total value. To determine the best medication, they evaluate the clinical quality, cost, and long-term effects of the medication, whether beneficial or detrimental to the patient's health.

Our active formulary management guarantees each facility is maximizing its performance both clinically and financially. Because of this best-practice approach, Westwood Pharmacy has had remarkable success with implementing formularies at our facilities. Additionally, our team meets quarterly with the Pharmacy and Therapeutics Committee to acknowledge prescription patterns and modify the drug formulary, if necessary. During these Pharmacy and Therapeutics Committee meetings, Westwood Pharmacy's clinical experts collaborate with your medical staff to:

- Review the formulary
- Establish medication protocols
- Identify opportunities for cost containment
- Review new therapeutic options and
- Examine Continuous Quality Improvement (CQI) audits completed by the consultant pharmacist assigned to the contract

Westwood Pharmacy then reports on and makes recommendations concerning:

- Formulary management and usage
- Cost, usage, drug interactions, inappropriate usage
- Statistical reports
- New medications
- Changes to the drug formulary
- Pharmacy inspections
- Drug regimen reviews



OUR FORMULARY MANAGEMENT MODEL, IN SOME CASES, HAS REDUCED PRESCRIPTION MEDICATION BUDGETS BY 35%. WE HELP FACILITIES ACHIEVE THESE BUDGET REDUCTIONS THROUGH OUR MONTHLY/QUARTERLY MEETINGS WITH THE MEDICAL TEAM.



- Pharmacy operation issues
- Additional topics desired by the client

Westwood Pharmacy will also analyze provider prescribing practices, educational information, drug costs, and other relevant topics to pharmacy operations. The factors detailed in the table below drive our processes:

Deeply Discounted Medications

Because of its large wholesale buying power, Westwood Pharmacy purchases medications at deeply discounted prices and passes those savings onto its customers. Westwood Pharmacy partners with a \$3 billion group purchasing organization (GPO) to purchase medications at a reduced cost. Additionally, we have direct contracts with pharmaceutical companies.

Westwood's Pro-active Drug Formulary

Drug formularies can reduce the facility's pharmacy expenditures without compromising the quality of care. Westwood Pharmacy provides each facility with a customized proactive formulary tailored to meet every inmate's unique needs and promote cost-effective prescribing.

Input and feedback from the institution's nurses and prescribers are essential to the successful development and implementation of the Proactive Formulary. This level of collaboration produces formulary compliance rates of 90% or better. Formulary compliance translates to reductions in pharmacy expenditures that consistently exceed 15% and can be as high as 35%.

Westwood Pharmacy's Three-Tier Cost-Based Drug Classification

The Proactive Formulary assigns all drugs to one of three cost-based tiers.

- **Tier 1** drugs are the most cost-effective drugs for use at the institution.
- **Tier 2** drugs provide the same benefit and safety as Tier 1 drugs but are more expensive.
- **Tier 3** drugs are the latest and most expensive drugs, often reserved for inmates who failed to respond to Tier 1 or Tier 2 medications.

Preferred Drug List

This Preferred Drug List comprises the most cost-effective medication for any given therapeutic category within the Proactive Formulary.

Westwood Pharmacy's Chief Clinical Pharmacist compiles the Preferred Drug List, reviews, and presents it to the institution's Pharmacy and Therapeutics Committee for approval twice yearly. Two primary benefits of the Preferred Drug List:

- **Cost Containment:** The Preferred Drug List reduces costs by guiding prescribers to prescribe the most cost-effective agents. For example,

omeprazole (Prilosec) is used rather than esomeprazole (Nexium) without losing therapeutic value.

- **Error Reduction:** The Preferred Drug List increases safety and reduces errors because prescribers and nurses become accustomed to using a relatively finite number of “frequently prescribed” medications, despite a rather diverse population of inmates.

1. The formulary is designed, provided, and monitored for cost effectiveness.

Westwood Response: Comply

Yes, the formulary is designed, provided, and monitored for cost-effectiveness. Additionally, Westwood Pharmacy will regularly consult with Cochise County on formulary management and provide robust reports highlighting data analysis related to medication expenditures. Please see above overview of our exceptional formulary management services.

2. Formulary medications shall include all medications available in generic form.

Westwood Response: Comply

Westwood Pharmacy will make generic medications available whenever possible to Cochise County. Our team will dispense generic versions of both stock medications and prescription medications when available, unless the prescribing physician designates that a brand medication is medically necessary. The use of generic medications will also be subject to approval by the facility’s medical team. Our pharmacists will use therapeutically equivalent FDA approved AB-Rated generic medication (comparable bioavailability and/or bioequivalence) and will substitute it for a brand name medication in accordance with the provisions of State law unless the prescriber specifically states otherwise. In these instances, we will include the words "Brand Medically Necessary" on the order. Westwood Pharmacy’s team of pharmacists will work with your staff to provide cost-effective pharmacological decisions.

3. Generic equivalents of all drugs shall be dispensed when a generic equivalent exists and is requested.

Westwood Response: Comply

Westwood Pharmacy will make generic medications available whenever possible to Cochise County. Our team will dispense generic versions of both stock medications and prescription medications when available, unless the prescribing physician designates that a brand medication is medically necessary. The use of generic medications will also be subject to approval by the facility's medical team. Our pharmacists will use therapeutically equivalent FDA approved AB-Rated generic medication (comparable bioavailability and/or bioequivalence) and will substitute it for a brand name medication in accordance with the provisions of State law unless the prescriber specifically states otherwise. In these instances, we will include the words "Brand Medically Necessary" on the order. Westwood Pharmacy's team of pharmacists will work with your staff to provide cost-effective pharmacological decisions.

4. If a prescribing physician writes a prescription indicating "No substitution", the contractor shall coordinate with the Director, Detention Health Services in an effort to obtain a generic, formulary substitution. However, the prescribing physician has the final responsibility for "No substitution" medications.

Westwood Response: Comply

Unless physician expressly indicates, "no substitutions," generic medications will be provided. Westwood Pharmacy will make generic medications available whenever possible to Cochise County. Our team will dispense generic versions of both stock medications and prescription medications when available.

The use of generic medications will also be subject to approval by the facility's medical team. Our pharmacists will use therapeutically equivalent FDA approved AB-Rated generic medication (comparable bioavailability and/or bioequivalence) and will substitute it for a brand name medication in accordance with the provisions of State law unless the prescriber specifically states otherwise. In these instances, we will include the words "Brand Medically Necessary" on the order. Westwood Pharmacy's team of pharmacists will work with your staff to provide cost-effective pharmacological decisions.

5. The formulary is also designed to ensure safety and security of the inmate population and staff of Cochise County Jail.

Westwood Response: Comply

Think of Westwood Pharmacy’s team as an extension of your medical team! We pride ourselves on customer service and collaboration, thereby resulting in better safety and security for your inmate population and Cochise County Jail staff.

- d. The contractor must be licensed to do business in the State of Arizona. Proof of licensure must accompany the proposal.

Westwood Response: Comply

Westwood Pharmacy is licensed to do business in the State of Arizona, and we include proof of licensure in **Section 4.0** of this response.

- e. The Contractor and its professional employees shall possess current valid professional licenses. All pharmacists involved in this Scope of Work must be licensed by the Arizona State Board of Pharmacy. Proof of licensure must accompany the proposal.

Westwood Response: Comply

Westwood Pharmacy is licensed to do business in the State of Arizona, and we include proof of licensure in **Section 4.0** of this response.

3.3 Service Requirements for Over-the-Counter Medications:

- a. OTC medications shall be issued in the amount indicated by the specific prescription.

Westwood Response: Comply

Westwood Pharmacy will issue OTC medications in the amount indicated by specific prescriptions, in accordance with Cochise County’s medical team.

- b. Stock OTC medications shall be issued in the amount indicated on the order.

Westwood Response: Comply

Westwood Pharmacy will issue OTC medications in the amount indicated on the order, and in accordance with Cochise County’s medical team.

3.4 Service Requirements for Dispensing and Delivery of Medications:

- a. The contractor Is not required to keep specific business hours; however, a registered pharmacists shall be on call after hours for emergency services only.

Westwood Response: Comply

Cochise County will receive access to round-the-clock customer support and licensed, clinical pharmacists 365 days a year to address problems and concerns promptly and efficiently. *We provide 24/7/365 support at no additional cost!* Think of Westwood Pharmacy’s team as an extension of your medical team!

- b. The contractor shall have the capability to receive pharmaceutical orders by fax machine or via the electronic health record interface on a 24-hour basis.

Westwood Response: Comply

Cochise County will enjoy the capability of placing pharmaceutical orders 24 hours a day either via fax machine or via bidirectional integration capability.

- c. Fax and phone numbers shall be toll-free if these phone numbers are long distance, outside the 520 area code.

Westwood Response: Comply

Westwood Pharmacy will provide toll-free phone and fax numbers for Cochise County.

- d. The contractor shall ensure “back-up pharmacy” availability and assist in coordinating transfer of prescription when needed. The “back-up pharmacy” may be selected and the choice of the contractor, however, the “back-up pharmacy” must be located in Bisbee, AZ.

Westwood Response: Comply

Westwood Pharmacy will work closely with Cochise County’s medical team in selecting local backup pharmacies, located in Bisbee, AZ. Westwood Pharmacy has agreements in place with all major retail pharmacy chains across the United States, and we can work with local pharmacies as well.

- e. The contractor shall ensure delivery of all medications prescribed for Detention Health Services to:
 Cochise County Jail
 Medical Department
 203 N. Judd Drive
 Bisbee, AZ 85603

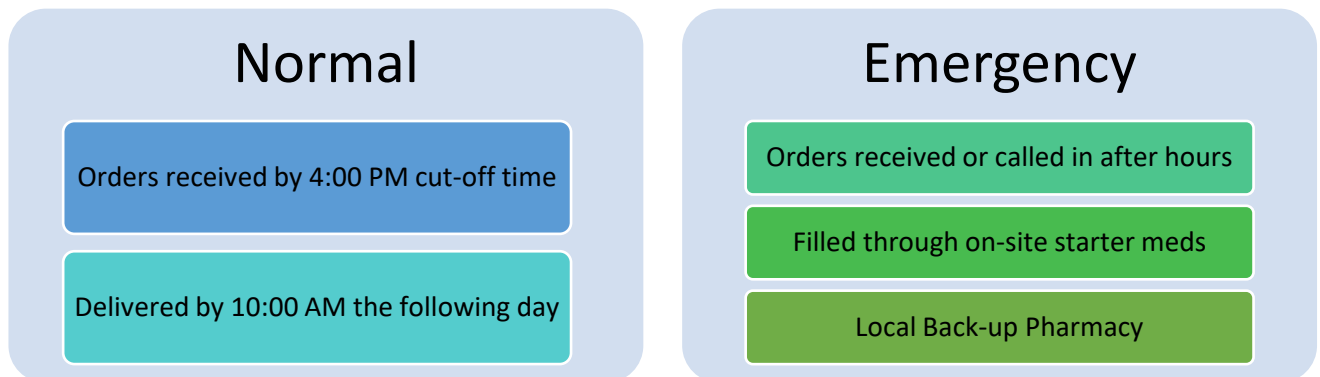
Westwood Response: Comply

Westwood Pharmacy ensures delivery of all medications prescribed for Detention Health Services to the above-listed address. Based on our discussions with our shipping vendor, FedEx, Cochise County can receive FedEx Overnight Shipping daily. Cochise County will not only receive daily deliveries they will also receive Saturday deliveries, thereby providing Cochise County with a strong delivery service and maintaining continuity of care.

We fully and consistently meet medication needs by providing our clients with the latest cut-off times and earliest next-day morning delivery times in the industry. Orders received by 4:00 PM (Monday – Friday) will be delivered the next day by 10:00 AM. Westwood Pharmacy provides 24/7 ordering access via our eLinkRx software. We ship orders six days per week, Monday through Saturday, for next-day delivery. Deliveries will not be shipped on Sundays and/or major Federal holidays. All necessary orders for Sunday will be handled via the local backup pharmacy and delivered shortly after they are filled.

Additionally, Westwood Pharmacy will provide an emergency first dose starter medications to accommodate emergencies outside of normal working hours. Westwood Pharmacy will establish a partnership with a local backup pharmacy to provide medication deliveries in emergencies that may occur after working hours.

Westwood Pharmacy Order/Delivery Schedule



Within twenty-four (24) hours or less of receipt of the prescription into the pharmacy.

Westwood Response: Comply

Please see above response.

Delivery method shall be at the choice of the contractor, however, that method must insure delivery of all items within 24 hours of ordering.

Westwood Response: Comply

Please see above response to Requirement “e” above. Based on our discussions with our shipping vendor, FedEx, Cochise County can receive FedEx Overnight Shipping daily. Cochise County will not only receive daily deliveries they will also receive Saturday deliveries, thereby providing Cochise County with a strong delivery service and maintaining continuity of care.

- f. The contractor shall /initiate and bill all medications to account as follows:
Detention Health Services –
Medical Department
203 N. Judd Drive
Bisbee, AZ. 85603

Westwood Response: Comply

Westwood Pharmacy will initiate and bill all medications as directed in the above requirement.

- g. Packaging:
Medication shall be packaged in bubble pack cards, individualized for each inmate and shall contain only one medication and strength per bubble pack card. Each bubble pack shall be identified with the following information:

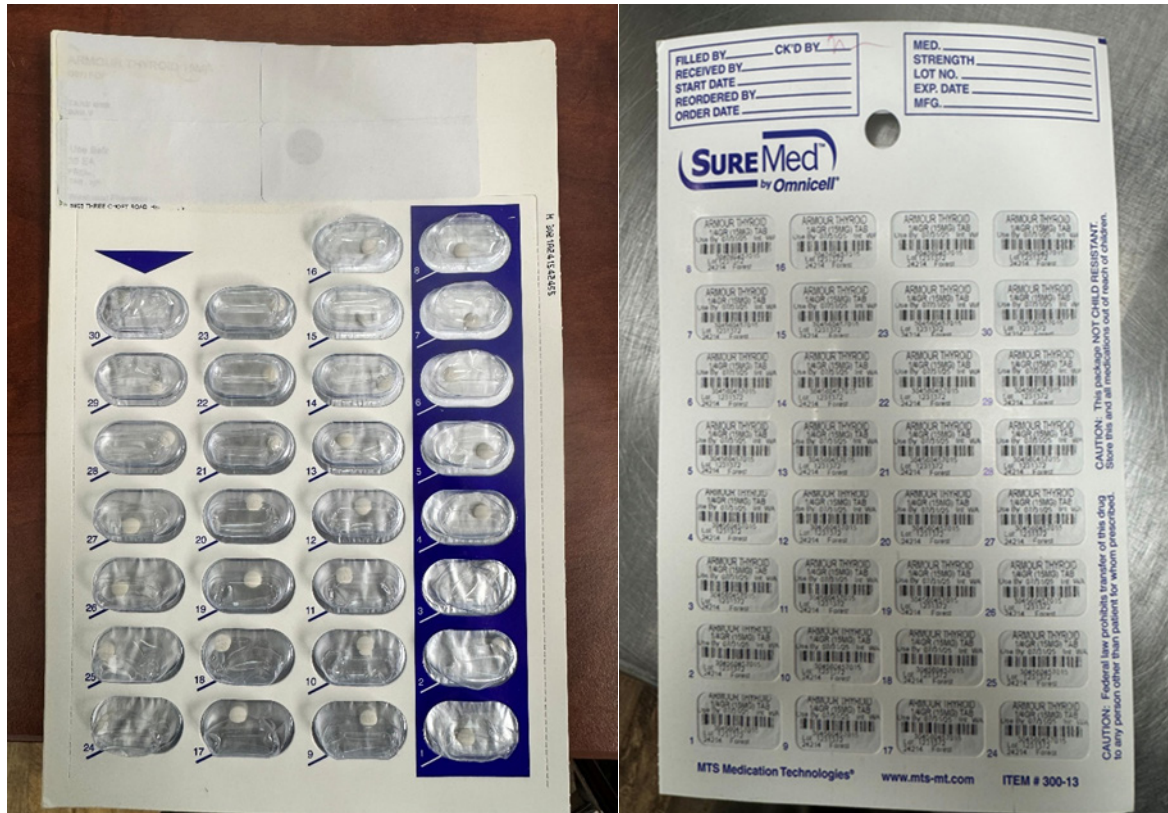
- Inmate name
- Prescription number
- Medication name and strength
- Quantity dispensed
- Directions for use
- Drug warnings/cautions, if necessary
- Prescriber's name
- Pharmacy name/contact information
- Manufacturer's expiration date

Westwood Response: Comply

Westwood Pharmacy packages each medication using blister cards labeled with the name of the

medication and strength, manufacturer name, lot number, and expiration date. Westwood Pharmacy will also utilize other means of dispensing where appropriate (e.g., seven-day prescriptions, liquids, and creams), and those items will comply with all laws and regulations.

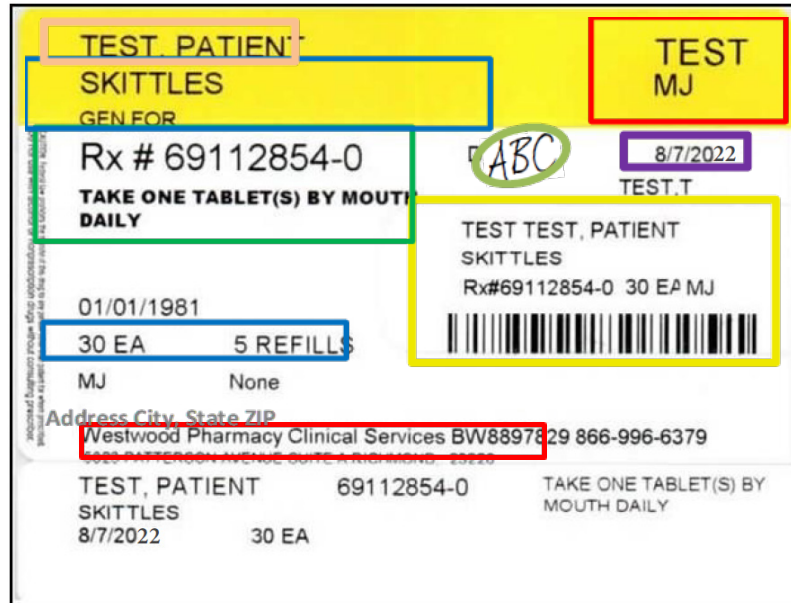
Please see our sample blister package and sample label below:



Westwood Pharmacy adheres to all labeling regulations when labeling prescriptions and individual OTC medications. Each label will include the following: inmate’s name and prescription number; name of prescription, usage and usage instructions; doctor’s name; and number of refills. Prescriptions are labeled according to client specifications as well as State and Federal requirements.

All dispensed medications are FDA approved and will meet or exceed all Federal and State pharmaceutical regulatory agency standards. Included below is an image of a sample medication label that includes all necessary information. Each packaged medication will contain a bar code for convenient scanning and the prescription’s authorization number. The medications will contain a duplicate peel-off label to expedite refill orders by fax, if desirable or necessary.

Sample Medication Label



TEST, PATIENT SKITTLES
GEN FOR

Rx # 69112854-0
TAKE ONE TABLET(S) BY MOUTH DAILY

01/01/1981
30 EA 5 REFILLS
MJ None

Address City, State ZIP
Westwood Pharmacy Clinical Services BW8897829 866-996-6379
123 PATTERSON AVENUE SUITE A RICHMOND, VA 23220

TEST, PATIENT SKITTLES
Rx#69112854-0 30 EA MJ

TEST, PATIENT SKITTLES
8/7/2022 30 EA
TAKE ONE TABLET(S) BY MOUTH DAILY

Legend:

- **Red** = Facility name and address
- **Peach** = Patient's name
- **Green square** = Directions for use and cautionary statements
- **Blue** = Brand name and strength followed by the generic with the quantity and refills; the product identification number can be found on the reverse of the blister card
- **Purple** = Dispensing date (expiration date on back of the card)
- **Green circle** = Dispensing pharmacist's initials
- **Yellow** = Two-part peel off label

h. Controlled Substances:

- Narcotics and controlled substance require special storage, handling, and inventory procedures. The contractor shall identify bubble pack cards containing narcotics and/or controlled substances with the DEA accepted abbreviation.

Westwood Response: Comply

Westwood Pharmacy will adhere to all federal, state, and local laws and regulations as they relate to narcotics and controlled substances, including those related specifically to storage, handling, and inventory procedures. Westwood Pharmacy will properly identify bubble pack cards containing narcotics and/or controlled substances with the DEA accepted abbreviation.

- Each controlled substance blister card supplied to any area of Detention Medical Services will have an attached Controlled Substances Inventory Record attached to the blister card.

Westwood Response: Comply

Westwood Pharmacy will provide Controlled Substances Inventory Record attached to the blister card of all controlled substances.

i. Returns/Credits

The contractor shall accept medications remaining in intact bubble packs (except controlled substances) via mail and/or express delivery and shall credit the County with the cost of these medications. Returns shall be credited within 30 days after receipt of products.

Westwood Response: Comply

The Cochise County Jail will receive prompt, optimal credits on returns through our aggressive credits program. ***Cochise County will receive 100% credit and NO processing fee on returns.*** Westwood Pharmacy, ***in accordance with Federal and State Laws and Regulations and at the pharmacist's discretion with regard to eligibility, provides protocols for the return and credit of medication from Cochise County.*** Westwood Pharmacy will absorb all costs associated with the medication return process for any unused medications that are unit dose-packaged in compliance with our return policy.

Per regulatory processes and procedures, any medications adjudicated through insurance are not eligible for credit. Non-adjudicated prescription medications will be eligible for credit when meeting the criteria below. Westwood Pharmacy issues credits on non-adjudicated prescriptions for medications when:

- The Rx medication did not leave the control of the registered professional nurse or licensed practical nurse responsible for the administration and security of the prescription drug. The prescription drug will only be administered to the individual for whom it was prescribed.
- Untampered labeling and packaging of the prescription drug, including, but not limited to:
 - Identity
 - Strength
 - Expiration
 - Lot number
- The dispensed prescription remains in unit dosage blister cards or the original manufacturer's packaging.
- The prescription medication is not:
 - A controlled substance
 - Expired
 - Damaged or deteriorated
 - Contaminated or compromised by the outside environment
 - Improperly stored
 - Refrigerated items
 - Specialty items as determined by Westwood Pharmacy

Westwood Pharmacy includes a sample blister card for your review. Westwood Pharmacy catalogs returned medications for documentation, accountability, and for the purpose of providing credits on the next billing cycle. We issue monthly credits for all medications, including full and partial cards. Only medications that comply with state and federal regulations and do not expire within 90 days are eligible for credits. We offer credits on full and partial blister cards. No additional charges will apply for the restocking of medications. *DEA regulations require on-site destruction of controlled substances; Westwood Pharmacy cannot accept the return of controlled substances and will therefore provide appropriate destruction methods to handle the destruction of controlled substances.*

j. Reordering Medications

The contractor shall provide a two-part peel off label for each medication. These labels will then be affixed to the contractor's preferred refill order sheet and faxed to the contractor for filling, as described above. Medications may also be refilled via the electronic health record interface.

Westwood Response: Comply

Westwood Pharmacy provides convenient two-part peel off label for each medication. These labels will then be affixed to the preferred refill order sheet and faxed to Westwood Pharmacy for filling, as described above. Medications may also be refilled via the electronic health record interface.

Westwood Pharmacy has interface integration capabilities in place with your correctional EMR/EHR system, CorrecTek, (and all other EHR/EMR systems), allowing for seamless integration. Westwood Pharmacy will maintain all patient profile information and will review this information prior to the dispensing of each prescription medication, via a computerized prescription program approved by Cochise County, and in accordance with all Federal and State regulations. Westwood Pharmacy will not permit dispensing of medications which possess potential adverse interactions with other medications.



Westwood Pharmacy will maintain an accurate patient profile for each inmate at Cochise County Jail, via our state-of-the-art technology, eLinkRx. ***Cochise County will receive eLinkRx and the integration to your electronic health system, CorrecTek, free of charge.*** eLinkRx features an electronic reconciliation program that provides electronic order reconciliation and electronic submission of refill orders. Via eLinkRx, Cochise County can print MARs at any time -- one of the fundamental values of eLinkRx. We train all your necessary staff on the functions within eLinkRx. Designed exclusively for correctional healthcare, eLinkRx allows physicians to transmit prescriptions electronically and send them directly to the pharmacy for processing.

eLinkRx is real-time technology that grants physicians and nurses immediate access to all patient information. Developed to minimize time spent transcribing orders to the pharmacy using order sheets and MARs, this software dramatically reduces the amount of time spent on paperwork. It eliminates medical errors caused by misinterpretations and manual transcription of physicians' orders. If desired, Westwood Pharmacy will coordinate with your facility to seamlessly implement eLinkRx, allowing your facility the ability and functionality to send electronic orders.

Once sent, eLinkRx directs the order to a team of pharmacists. It is their responsibility to verify that there are no medication interactions, duplicate therapies, or inmate allergies and to verify the

doctor's signature to validate the daily dosage is in the proper therapeutic window. Our data entry team then inputs the order into our software, and a pharmacist initiates another verification. After our pharmacy technicians review the order, the team prints the medication label and fills the correct medication, strength, and dosage form.

Advantages of eLinkRx

Reduces or eliminates the amount of time spent:

- Transcribing physicians' orders from charts to pharmacy order sheet
- Transcribing physicians' orders from charts to Medication Administration Records (MARs)
- Faxing new orders and waiting for verifications from the pharmacy
- Answering requests from the pharmacy for clarification of inmate name, ID, drug name, strength, etc.
- Reviewing MARs at the end of each month; print them onsite

Your Physicians can easily:

- Review patient medical charts
- Look up patient pharmacy history, diagnosis, and allergy information
- Access current pharmacy orders
- Obtain past profiles of released inmates upon re-admission
- Access system from a remote location for assessment of patients when not onsite
- Receive reminders related to the prescribing of non-formulary drugs with suggestions for an alternative on the formulary

Your Nursing Staff can easily:

- Enter verbal orders from physicians
- Have access to diagnosis and allergy information without pulling patient charts
- Print essential reports and MARs onsite
- Enter discontinued orders to maintain accurate MARs
- Update database on released or transferred inmates

Westwood Pharmacy will:

- Receive new orders once uploaded by the physician
- Review all critical diagnosis and allergy information for determining proper drug therapy

- Verify accurate inmate name and ID information
- See prescriptions for non-formulary medications, allowing for an alternative drug on the formulary

k. Medication Administration Records

- The contractor must ensure capability of interface with the current electronic health record (CorrecTek) and ensure the MAR populates correctly with this interface.

Westwood Response: Comply

Cochise County will conveniently receive integration capability with our eLinkRx system (described in more detail above) and your electronic health record system, CorrecTek, to provide accurate and correct data into the MAR. Westwood Pharmacy has a long and successful integration history with CorrecTek.



- Contractor will provide in-service and in-person education to all staff regarding the transition and new ordering procedures if needed, prior to the start-up/go-live date.

Westwood Response: Comply

Training and education are vital components in every implementation. Thorough education on utilization, processes, and procedures proves critical to overall success in providing comprehensive service to our clients. Proper training ultimately leads to better efficiency and patient safety while meeting compliance and regulations, resulting in lower costs to your facility.

Westwood Pharmacy schedules on-site orientation and training sessions to properly prepare all nursing and medical staff for the transition to Westwood Pharmacy's system through a train-the-trainer methodology. Westwood Pharmacy's trainers strive to make the training sessions and overall transition as seamless and effortless as possible. Our trainers align training programs with the standards and objectives established by state, federal, and local regulations, as well as the facility's specific topic requests. Conference calls or virtual training meetings are available as needed for Cochise County.

- Contractor will provide County with all required forms, documents and equipment prior to the startup date of this contract.

Westwood Response: Comply

Westwood Pharmacy will provide Cochise County with all required forms, documents and equipment prior to the startup date of this contract.

4.0 Mandatory Reports

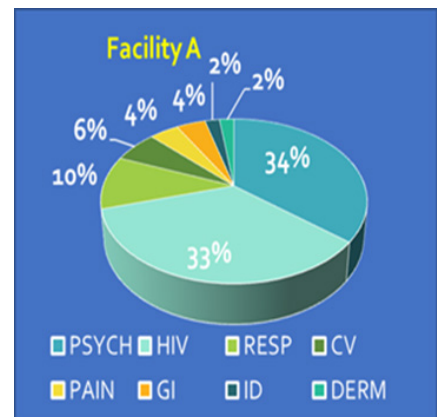
Contractor shall provide County with the following reports on a monthly basis:

- Number of medications ordered
- Monthly medication usage per inmate
- Monthly psychotropic medication utilization
- Narcotic/controlled substance utilization
- Inmate drug allergy/drug interaction report
- Detailed Inmate profiles
- Cost containment recommendation report
- Medications breakdown by specific prescriber
- Invoices containing drug name, NDC and AWP

Westwood Response: Comply

Conveniently access meaningful and accurate reporting

24/7/365. We provide our reports package at no cost! Our team of expert data analysts collaborates with your facility staff to provide customized, tailored reports for optimal data visualization. These reports include summaries of total drug cost and total usage, detailed lists of usage of different therapeutic classes of medication, individual physician prescribing habits, and information regarding the number of OTC medications received by your facility. All reports will be in alphabetical order and in a user-friendly format.



Receive monthly and quarterly reports the following month or quarter, which are provided in both hard copy and electronically. Westwood Pharmacy conducts monthly or quarterly Pharmacy and Therapeutics Committee meetings to review data, discuss trends, and explore possible improvements. ***Please see sample reports located in Section 4.0.***

5.0 Contractor Visits

Contractor shall provide a Pharmacist to visit the Detention Health Services site on a quarterly basis to inspect the medication storage and delivery system, provide consultative service and to provide destruction of narcotics and other controlled substance.

Westwood Response: Comply

Westwood Pharmacy will provide a pharmacist to visit the Detention Health Services site on a quarterly basis to inspect the medication storage and delivery system, provide consultative service, and to provide destruction of narcotics and other controlled substances.

Additionally, our team meets quarterly with the Pharmacy and Therapeutics Committee to acknowledge prescription patterns and modify the drug formulary, if necessary. During these Pharmacy and Therapeutics Committee meetings, Westwood Pharmacy's clinical experts collaborate with your medical staff to:

- Review the formulary
- Establish medication protocols
- Identify opportunities for cost containment
- Review new therapeutic options and
- Examine Continuous Quality Improvement (CQI) audits completed by the consultant pharmacist assigned to the contract

Westwood Pharmacy then reports on and makes recommendations concerning:

- Formulary management and usage
- Cost, usage, drug interactions, inappropriate usage
- Statistical reports
- New medications
- Changes to the drug formulary
- Pharmacy inspections
- Drug regimen reviews
- Pharmacy operation issues
- Additional topics desired by the client



OUR FORMULARY MANAGEMENT MODEL, IN SOME CASES, HAS REDUCED PRESCRIPTION MEDICATION BUDGETS BY 35%.

WE HELP FACILITIES ACHIEVE THESE BUDGET REDUCTIONS THROUGH OUR MONTHLY/QUARTERLY MEETINGS WITH THE MEDICAL TEAM.

**Cochise County
Request for Proposal (RFP)
25-17-HEA-01
Pharmaceutical Services**

**Section C
Past Performance**





A summary and chronological listing of previous experience/past performance that is relevant and recent (within the last 5 years) that will outline the vendors ability to perform from previous experience in performance of related work.

Westwood Response: Comply

Westwood Pharmacy has been providing correctional pharmaceutical supplies and services since 1997, allowing us to build a wealth of experience in the corrections and pharmaceuticals arena. Westwood Pharmacy is based in Richmond, Virginia, and we service 150 correctional facilities in over 20 states, across the United States, from coast to coast. We service a variety of correctional facilities, ranging in complexity and scope, from 100 ADP to 2,000 ADP. Westwood Pharmacy began as a customer-oriented, community pharmacy in 1966 and grew to include a diverse book of business that encompasses retail pharmacy, mail-order pharmacy, and dedicated delivery services.

By selecting us, Cochise County will receive the ***“Westwood Advantage.”***

At Westwood Pharmacy, we always take customer service seriously and make it a constant priority across our departments. Time zones and distance are not an issue because we believe in providing the utmost care and support to all of our clients. Moreover, based on our discussions with our shipping vendor, FedEx, Cochise County can receive FedEx Overnight Shipping daily. Cochise County will not only receive daily deliveries they will also receive Saturday deliveries, thereby providing Cochise County with a strong delivery service and maintaining continuity of care. We are only a telephone call or email away from you whenever you need us. Below, we provide five (5) client references:

Westwood Pharmacy assembles an outstanding Core Project Team to manage pharmaceutical services at your facility. All team members have supported similar projects or services for many years. ***Organized along functional lines, this team is among the most experienced and qualified in the industry, maintaining responsive, end-to-end support for all aspects of the project.*** We commit multi-tiered support to our clients, from all levels of our organization.

Hunter Hoggatt, Vice President of Corrections

Mr. Hoggatt and his team work diligently to build company growth and to maintain a continuously satisfied client base. He has over 20 years of managerial experience in correctional pharmacy services to state and local government entities. His diligence and expertise continue to guide the way for Westwood Pharmacy to stand as a premier provider of pharmacy services to the corrections industry.

Mr. Hoggatt dedicates himself to staying abreast of developments related to providing pharmaceutical services to correctional facilities. He maintains regular contact with his clients and attends various industry conferences. By understanding the importance of staying current with industry trends, issues, and new technologies and solutions, Mr. Hoggatt can best serve the interests of his clients.

Mr. Hoggatt received his BA degree with a major in business from Virginia Commonwealth University. Additionally, he serves on the Board of Directors at J. Sargent Reynolds College and is a board member of the Henrico County Police Athletic League.



Shubhro Pal, RPh, PhD, Vice President of Pharmacy Operations

Dr. Pal is responsible for supervising day-to-day operations in the pharmacy. He is also responsible for implementing facility startups, including liaisons with state and national regulatory agencies such as the State Board of Pharmacies and Drug Enforcement Agency. Dr. Pal manages the budgeting of proper inventory levels to fulfill orders for our facilities and is directly involved in purchasing decisions for the pharmacy to maintain financial stability.

Dr. Pal provides direct oversight in establishing policies and procedures, drug formulary design, production, and cost containment strategies. Additionally, he oversees the staffing, scheduling, and performance evaluations for our pharmacy staff, including pharmacists and pharmacy technicians.

Shannon Dowdy, Pharm.D, Vice President of Clinical Services

Dr. Dowdy is responsible for all aspects of Westwood Pharmacy's program, including operations and procedures related to formulary management. She serves as Vice-Chair of our Pharmacy &

Therapeutics Committee and directs decisions related to drug utilization. Dr. Dowdy supervises the National Commission on Correctional Health Care (NCCHC) and American Correctional Association (ACA) accreditation process for Westwood Pharmacy.

Dr. Dowdy holds extensive experience in the clinical manifestations of HIV/AIDS and is knowledgeable regarding processes used to manage the virus. Dr. Dowdy spent one year at Duke University working with HIV-positive patients. One of her most vital roles at Duke University was discussing the patient's antiretroviral therapy with the physicians and patients to verify that they understood their drug regimen, dosing schedule, side effects, and the importance of adherence to the medications. She scheduled and clinically prepared for follow-up visits based on lab results. Dr. Dowdy oversees all inspections for Westwood Pharmacy, verifying that all facilities meet DOC, NCCHC, and ACA inspections standards concerning medical and pharmacy.

Stephen Oley, Chief Operations Officer

Mr. Oley implements operational strategies to improve overall company efficiencies, establish and maintain corporate goals, and manage human resources. Additionally, he oversees all day-to-day administrative and operational functions of Westwood Pharmacy. Mr. Oley's education in Pharmaceutical Sciences provides a solid background and thorough understanding of the overall operations from clinical and administrative viewpoints.

The table below contains a list of other staff and personnel that will assist your staff in the provision of pharmacy services:

Additional Westwood Pharmacy Project Team Members

NAME	POSITION	RESPONSIBILITIES
Nicole Sharp	Director Pharmacy Support	Responsible for overseeing the company's purchases and leading our pharmacy support team
Nick Desai	General Counsel	Consults on and oversees all legal-related matters and issues
Melissa Evans	Inside Pharmacy Account Manager	Supervises pharmacy technician data entry operations and verifies proper response time and validation of prescription orders
Susan Reilly	Billing Specialist	Responsible for all invoicing and first line of response for invoicing/billing questions
Dominic Franko	Financial Specialist	Responsible for specialized financial matters and second line of response for account matters
Fady Shehata	Lead Pharmacy Tech – Rx Fulfillment	Supervises pharmacy techs; second line of response for pharmacy fulfillment and quality assurance management

Our team is ready to serve our clients and respond to questions to provide the best quality of service. It's just our way...**THE WESTWOOD ADVANTAGE!**

Cochise County Jail Receives:

<input checked="" type="checkbox"/>	Outstanding customer support services – including 24/7/365 consultation services at <i>no additional charge</i>
<input checked="" type="checkbox"/>	Exceptional Formulary Management and Clinical Services
<input checked="" type="checkbox"/>	The most convenient cut-off and ordering times in the industry
<input checked="" type="checkbox"/>	Seamless integration and robust data analytics and reporting

Westwood Pharmacy will work tirelessly to meet and exceed Cochise County Jail's needs while addressing your specific goals and objectives. Westwood Pharmacy believes in providing our clients with the highest quality, most reliable services available, at affordable prices while fulfilling your desired requirements.

In addition to the superior services listed above, Cochise County will receive the following Value-Added Services:

Monthly Proactive Top 10 Inmate Spend Report

One value-added service that separates Westwood Pharmacy from the competition is that we provide your administration with a report highlighting the amounts spent on the Top 10 Inmates. Thorough research and analysis has shown that in correctional facilities of similar size to Cochise County Jail, 80% of drug costs are allocated to an average of 10 inmates – “the Top 10 Spend Inmates.” Our data mining illuminates those numbers and brings the statistics to the front and center of your reporting, allowing Cochise County to see valuable data mining and analysis related to drug costs. Please see a sample Top 10 Inmate Spend Report in **Section 4.0**.

Exceptional Formulary Management

Westwood Pharmacy will provide Cochise County with a formulary specific to Cochise County’s needs. Our extensive experience in formulary management prioritizes collaboration while developing a formulary for the facilities. Our Director of Clinical Services possesses vast experience in managed pharmaceutical care, institutional pharmaceutical care, and drug utilization review. Dr. Dowdy and her team of pharmacists collaborate with critical medical staff to develop, implement, and facilitate compliance with a formulary designed to maximize efficiency, safety, and cost-effectiveness for Cochise County Jail. Westwood Pharmacy believes that the best way to implement the formulary is by including facility physicians during all phases of development and implementation.

Our innovative and effective approach to formulary management focuses on **pharmaco-economics**. We strongly believe in coordination with our data analysis staff members who employ their skills to understand the monetary aspects of a medication’s total value. To determine the best medication, they evaluate the clinical quality, cost, and long-term effects of the medication, whether beneficial or detrimental to the patient’s health. Active formulary management guarantees each facility is maximizing its performance both clinically and financially. Because of this best-practice approach, Westwood Pharmacy has had remarkable success with implementing formularies at our facilities.

24/7/365 Support at NO Additional Cost

With Westwood Pharmacy, Cochise County Jail will have access to 24/7/365 clinical consultation support. Jails operate 24/7/365, and we believe you should always have access to clinical consultation. That’s why we provide that diligent support at **no additional charge**.

eLinkRx, our State-of-the-art Software and Bidirectional Interface to your EHR

Westwood Pharmacy will maintain an accurate patient profile for each offender at the Cochise County Jail, via our state-of-the-art technology, eLinkRx. Cochise County Jail will receive eLinkRx and the integration to your electronic health system, CorrecTek, **free of charge**. Westwood Pharmacy has a long and successful history of bidirectional interface capability and seamless integration with CorrecTek. eLinkRx features an electronic reconciliation program that provides electronic order reconciliation and electronic submission of refill orders. Via eLinkRx, Cochise County Jail's medical team can print MARs at any time -- one of the fundamental values of eLinkRx. We train all your necessary staff on the functions within eLinkRx. Designed exclusively for correctional healthcare, eLinkRx allows physicians to transmit prescriptions electronically and send them directly to the pharmacy for processing.



eLinkRx is real-time technology that grants physicians and nurses immediate access to all patient information.

Developed to minimize time spent transcribing orders to the pharmacy using order sheets and MARs, this software dramatically reduces the amount of time spent on paperwork. It eliminates medical errors caused by misinterpretations and manual transcription of physicians' orders. If desired, Westwood Pharmacy will coordinate with your facility to seamlessly implement eLinkRx, allowing your facility the ability and functionality to send electronic orders.

Once sent, eLinkRx directs the order to a team of pharmacists. It is their responsibility to verify that there are no medication interactions, duplicate therapies, or inmate allergies and to verify the doctor's signature to validate the daily dosage is in the proper therapeutic window. Our data entry team then inputs the order into our software, and a pharmacist initiates another verification. After our pharmacy technicians review the order, the team prints the medication label and fills the correct medication, strength, and dosage form.

Equipment for Effective and Efficient Processing of Orders

Westwood Pharmacy will provide Cochise County with the appropriate equipment such as medical carts, scanners, and a fax machine for the duration of the contract. Having the proper equipment in place at your facility allows for smooth operations in ordering and processing orders.

**Cochise County
Request for Proposal (RFP)
25-17-HEA-01
Pharmaceutical Services**

**Section D
Forms and Appendices**



11.0 AUTHORITY

The undersigned personnel are authorized to release the information contained within their submittal and has the authority to contractually bind and enter into agreements for their firm. All information submitted by the firm shall conform to the requirements as outlined by this solicitation, its attachments and/or appendices, unless otherwise proposed to the County and mutually agreed upon in writing.

VENDOR



Signature

04/23/2025

Date

Hunter Hoggatt, Vice President of Corrections

Printed Name

MAO Pharmacy, Inc.,
DBA Westwood Pharmacy

Firm Name



25-17-HEA-01

Solicitation Addendum 1

Date Executed: March 25, 2025

COCHISE COUNTY
PROCUREMENT
DEPARTMENT
1415 Melody Lane, Building C
Bisbee, AZ 85603
Phone: (520) 432-8390
Fax: (520) 432-8397

The offering vendor(offerer) is required to annotate and sign acknowledgement and understanding of the change(s) to the solicitation, as outlined within this document. The offeror must submit this addendum along with the original requested solicitation, and any other required documents in accordance with the solicitation page, to be considered responsive and remain within the competitive pool for this solicitation.

The referenced solicitation document(s) will hereby be considered amended, as follows:

A. Scope of Work:

- 1. 1.0- Background and Objective- Removed Reference to an Attachment B.

B. Request for Proposal

- 1. 8.0- Evaluation Criteria- Changed- Removed reference to the Superior Court as part of the Evaluation Committee and added: The Jail Department and Jail Health Medical Department. Sentence reads: The Evaluation Committee will be composed of the Procurement Department, the Jail Department and Jail Health Medical Department.

---NO OTHER CHANGES---

All other terms and conditions within the requirement remain unchanged. The deadline for this solicitation remains unchanged.

Signed,

Anne Coppola
Contracts Administrator

Vendor hereby acknowledges receipt and understanding of above changes to the solicitation.

VENDOR

Signature

03/25/2025

Date

Hunter Hoggatt, Vice President of Corrections

Printed Name

MAO Pharmacy, Inc.,
DBA Westwood Pharmacy

Company



25-17-HEA-01

Solicitation Addendum 2

Date Executed: April 18, 2025

COCHISE COUNTY
PROCUREMENT
DEPARTMENT

1415 Melody Lane, Building C
Bisbee, AZ 85603
Phone: (520) 432-8390
Fax: (520) 432-8397

The offering vendor(offeror) is required to annotate and sign acknowledgement and understanding of the change(s) to the solicitation, as outlined within this document. The offeror must submit this addendum along with the original requested solicitation, and any other required documents in accordance with the solicitation page, to be considered responsive and remain within the competitive pool for this solicitation.

The referenced solicitation document(s) will hereby be considered amended, as follows:

1. Proposal deadline extended to May 1, 2025.

---NO OTHER CHANGES---

All other terms and conditions within the requirement remain unchanged. The deadline for this solicitation remains unchanged.

Signed,

Anne Coppola
Contracts Administrator

Vendor hereby acknowledges receipt and understanding of above changes to the solicitation.

VENDOR

Signature

04/21/2025


Date

Hunter Hoggatt, VP of Corrections

Printed Name

MAO Pharmacy, Inc., DBA
Westwood Pharmacy

Company

	25-17-HEA-01	COCHISE COUNTY PROCUREMENT DEPARTMENT 1415 Melody Lane, Building C Bisbee, AZ 85603 Phone: (520) 432-8390 Fax: (520) 432-8397
	Solicitation Addendum 3	
	Date Executed: April 30, 2025	

The offering vendor(offeror) is required to annotate and sign acknowledgement and understanding of the change(s) to the solicitation, as outlined within this document. The offeror must submit this addendum along with the original requested solicitation, and any other required documents in accordance with the solicitation page, to be considered responsive and remain within the competitive pool for this solicitation.

The referenced solicitation document(s) will hereby be considered amended, as follows:

1. Proposal deadline extended to May 8, 2025.

---NO OTHER CHANGES---

All other terms and conditions within the requirement remain unchanged. The deadline for this solicitation remains unchanged.

Signed,



Anne Coppola
Contracts Administrator

Vendor hereby acknowledges receipt and understanding of above changes to the solicitation.

VENDOR



Signature

Hunter Hoggatt
Printed Name

04/30/2025

Date

MAO Pharmacy, Inc., DBA
Westwood Pharmacy
Company



ARIZONA STATE BOARD OF PHARMACY
P.O. Box 18520 Phoenix, AZ 85005
602-771-ASBP (2727)
FAX: 602-771-2749
<http://www.azpharmacy.gov>

Receipt Date: 09/03/2024
 Receipt Number: 2024177738
 Receipt Amount \$: 480.00

Pharmacy

Closed Door, Long Term Care, Mail Order

PERMIT NO
Y005386

EXPIRES
10/31/2026

Issued to : Westwood Pharmacy Clinical Services
 MAO Pharmacy Inc.
 5823 PATTERSON AVENUE
 RICHMOND, VA 23226

Westwood Pharmacy Clinical Services
 8905 THREE CHOPT RD.
 HENRICO, VA 23229

Kam Gandhi
EXECUTIVE DIRECTOR

ARIZONA STATE BOARD OF
 PHARMACY
 P.O. Box 18520
 Phoenix, AZ 85005
 602-771-ASBP (2727)
 FAX: 602-771-2749



WALLET CARD

NAME : MAO Pharmacy Inc.
 LICENSE NUMBER : Y005386
 EXPIRES : 10/31/2026

<http://www.azpharmacy.gov>

- Your license must be available for inspections during business hours.
- Permit holder(s) must display permit in the location to which it is issued.
- Please note it is your responsibility to keep this license/permit current.

Important Information

LICENSE HOLDER (pharmacist, intern, technician, technician-trainee)

- Holder of this license number, printed above, is authorized in accordance with A.A.C. R4-23-201(A), A.A.C. R4-23-301(A) or A.A.C R4-23-1101(A), to perform the duties associated within their profession. By holding this license, the licensee agrees to comply with state & federal law.
- You are required by law to notify the Board of any home address and/or employment change within 10 business days

PERMIT HOLDER (pharmacy, non-prescription retailer (OTC), wholesale, manufacture, CMG, DME)

- Holder of this permit number, printed above, is authorized to conduct business according to the classification specified in A.R.S. § 32-1908(A); A.A.C. R4-23-601 and A.A.C. R4-23-607. By holding this permit, the permittee agrees to comply with state & federal law
- In-state pharmacy, wholesaler & manufacture permit holder(s) who plan to remodel or move locations, must submit a change-of-location/remodel form within 30 days prior to move/remodel. In-state non-prescription (OTC), compressed medical gas (CMG) & DME providers who plan to move locations must notify the board within 10 business days of move.
- Out-of-State permit holders must notify the Board of location changes, in writing, within 10 business days of move. A revised copy of your state permit shall be submitted to the Board, when available.

- Permits are non-transferable. Ownership changes of more than 30% require that a new application be submitted to the Board.



Virginia Department of Health Professions License Lookup

Current as of 03/10/2025 12:57

License Information

License Number	0202204649
Occupation	Pharmacist
Name	SHUBHRO PAL
Address	Mechanicsville, VA 23116
Initial License Date	07/10/2000
Expire Date	12/31/2025
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

[Back to License Lookup](#)



Virginia Department of Health Professions License Lookup

Current as of 03/10/2025 12:56

License Information

License Number	0202206202
Occupation	Pharmacist
Name	Shannon M Dowdy
Address	Henrico, VA 23238
Initial License Date	06/26/2003
Expire Date	12/31/2025
License Status	Current Active
Additional Public Information*	No

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

[Back to License Lookup](#)

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2028	\$888
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	RETAIL PHARMACY	04-03-2025
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229		

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

CONTROLLED SUBSTANCE REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2028	\$888
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3, 3N,4,5	RETAIL PHARMACY	04-03-2025
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229		

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

51

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

DEA REGISTRATION NUMBER	THIS REGISTRATION EXPIRES	FEE PAID
BW8897829	05-31-2028	\$888
SCHEDULES	BUSINESS ACTIVITY	ISSUE DATE
2,2N,3,3N,4,5	RETAIL PHARMACY	04-03-2025
WESTWOOD PHARMACY CLINICAL SR 8905 THREE CHOPT RD HENRICO, VA 23229		

CONTROLLED SUBSTANCE/REGULATED CHEMICAL
REGISTRATION CERTIFICATE
UNITED STATES DEPARTMENT OF JUSTICE
DRUG ENFORCEMENT ADMINISTRATION
WASHINGTON D.C. 20537

Sections 304 and 1008 (21 USC 824 and 958) of the Controlled Substances Act of 1970, as amended, provide that the Attorney General may revoke or suspend a registration to manufacture, distribute, dispense, import or export a controlled substance.

THIS CERTIFICATE IS NOT TRANSFERABLE ON CHANGE OF OWNERSHIP, CONTROL, LOCATION, OR BUSINESS ACTIVITY, AND IT IS NOT VALID AFTER THE EXPIRATION DATE.

Form DEA-223/511 (9/2016)

**REPORT
CHANGES
PROMPTLY**

REQUESTING MODIFICATIONS TO YOUR
REGISTRATION CERTIFICATE

To request a change to your registered name, address, the drug schedule or the drug codes you handle, please

1. visit our web site at deadiversion.usdoj.gov - or
2. call our customer Service Center at 1-(800) 882-9539 - or
3. submit your change(s) in writing to:
Drug Enforcement Administration
P.O. Box 2639
Springfield, VA 22152-2639

See Title 21 Code of Federal Regulations, Section 1301.51 for complete instructions.

----- You have been registered to handle the following chemical/drug codes: -----



Virginia Department of Health Professions License Lookup

Current as of 03/10/2025 12:57

License Information

License Number	0201003985
Occupation	Pharmacy
Name	WESTWOOD PHARMACY CLINICAL SERVICES
Address	8905 Three Chopt Rd Henrico, VA 23229
Initial License Date	07/02/2004
Expire Date	04/30/2025
License Status	Current Active
Pharmacist-in-Charge	SHUBHRO PAL <u>0202204649</u> Date Associated: 05/18/2009
Additional Public Information*	<u>Yes</u>

[Back to License Lookup Result](#)

This serves as primary source verification of the credential issued by the Commonwealth of Virginia and meets the requirements of the Joint Commission.

* "Yes" means that there is information the Department must make available to the public pursuant to §54.1-2400.2.H of the Code of Virginia; please note that this may also include proceedings in which a finding of "no violation" was made. For additional information click on the "Yes" link above. "No" means no documents are available.

[Back to License Lookup](#)

CELESTE A. OLEY

President and CEO

Westwood Pharmacy

Office: (804) 288-1933

Fax: (804) 288-7934

Email: celeste.oley@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Celeste Oley is the President and owner of Westwood Pharmacy. Celeste has a strong background with a long and distinguished record of accomplishments, in pharmacy, retail, assisted living, and long-term care, as well as the correctional industry. Celeste's background as a registered nurse and business manager has provided her with continuous achievement of all targeted mission objectives while maximizing market position and providing outstanding customer service. Celeste also has specialized expertise in staff development, community outreach, and dissemination of strategic operational goals with a proven record of success in directing complex, quality-oriented healthcare operations.

MAO Pharmacy, Inc. DBA Westwood Pharmacy

President, Secretary, Treasurer and Owner

2005 - Present

- Management of all daily pharmacy operations as well as all healthcare aspects of business
- Development and implementation of clinical integration activities
- Oversees facility performance, staff development, community outreach, and dissemination of strategic operational goals in daily operations
- Director of quality-oriented healthcare operations
- Created efficient systems for business process improvements

MAO Pharmacy, Inc. DBA Westwood Pharmacy

Business Manager

1992 – 2005

- Administered flu shots to retail pharmacy patients
- Assisted with business development and expansion of inventory items
- Maintained corporate records and insured accuracy of information
- Developed vendor relationships and secured favorable payment terms

Henrico Doctor's Hospital

Registered Nurse

1984 – 1992

- Ordered, interpreted and evaluated diagnostic tests to identify and assess patient conditions
- Responsible for continuous monitoring and assessment of assigned patients
- Consulted and coordinated with health care team members to assess, plan and implement and evaluate patient care plans in a dynamic critical care environment
- Provided patient education for pre-operative and post-operative procedures
- Managed and planned the care of critically ill patients

Henrico Doctor's Hospital

Pharmacist Technician

1980 – 1984

- Research and resolve dosage conflicts, potentially harmful drug interactions, insurance issues and other matters to ensure patient safety and wellness
- Swiftly and correctly calculate dosages, dispense medications, prepare prescription labels and fill prescriptions for approval by pharmacists
- Communicated with healthcare providers, insurance companies and patients
- Performed billing procedures and process medical insurance claim forms

EDUCATION

Registered Nurse, St. Luke's Hospital

1984-1987

MARK A. OLEY

Vice President, Owner

Westwood Pharmacy

Office: (804) 288-1933

Fax: (804) 288-7934

Email: mark.oley@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Mark Oley, an owner of Westwood Pharmacy, currently serves as the company's Vice President. Mark possesses a strong background in pharmaceutical services with a long and distinguished record of accomplishments and participation within the retail, assisted living, long-term care, and correctional pharmaceutical industries. Mark is responsible for continuous and efficient collaboration by and between Westwood Pharmacy's subsidiaries to ensure alignment of targeted objectives and company goals.

Westwood Pharmacy, Richmond, VA

Vice President, Owner, Pharmacist

1983 – Present

Cedarfield Pharmacy, Richmond, VA

Owner, Consultant, and Pharmacist

1997 – Present

Lee Davis Pharmacy, Mechanicsville, VA

Owner

1989 – Present

Westbury Apothecary, Richmond, VA

Owner

1989 – Present

EDUCATION

Bachelor of Science in Pharmacy, Philadelphia College Pharmacy and Science

1979 – 1983

COMMITTEES

Member, Medicaid Preferred Drug List Committee (Appointed by Governor)

2003 – Present

Board Member, American Heart Association

2003 – Present

Member, Wellpoint BCBS Pharmacy and Therapeutics Committee

2000 – Present

Member, Virginia Board of Disciplinary Hearings for the
Commonwealth of Virginia

1999 - Present

Member, National Association of Boards of Pharmacy

1999 – Present

Member, Advisory Committee of the American Lung Association

1999 – Present

HUNTER HOGGATT

Vice President of Corrections

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Mobile: (804) 519-3383 Office: (804) 288-1933

Fax: (804) 288-7934

Email: hunter.hoggatt@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Hunter Hoggatt has over 20 years of experience as a sales professional in the correctional pharmaceutical industry. He is currently responsible for the supervision of all sales-related endeavors related to correctional pharmaceutical services for Westwood Pharmacy. He maintains an unwavering commitment to driving progressive and successful client engagements while simultaneously developing and solidifying new client relationships.

Westwood Pharmacy, Richmond, VA

Vice President of Corrections

2005 – Present

Account Manager

2002 – 2005

As Vice President of Corrections, Hunter Hoggatt directs all sales and marketing aspects of Westwood Pharmacy. He oversees business development activities and other non-clinical activities, as well as fostering and maintaining client relationships. His efforts drive Westwood Pharmacy in becoming one of the top five providers of Correctional Pharmacy Services, securing contracts with 130 jails, in over 20 states. Mr. Hoggatt designed a sales strategy encompassing 43 states. He also assisted in the development of Westwood Pharmacy's "Sales Road Map" for the correctional mail order pharmacy model in a highly competitive market. Mr. Hoggatt is responsible for a multitude of state contract awards in his current role. Other highlights and tasks include, but are not limited to:

- Oversees all of our Community Services Boards clients
- Reduces and controls cost through negotiation with manufacturers, GPOs, and wholesalers.
- Creates territory coverage to maximize account penetration and accelerate revenue growth.
- Trains and directs sales professionals (including insides sales personnel, proposal manager, and marketing personnel)

EDUCATION

Bachelor of Science in Business, Virginia Commonwealth University

1997 – 2001

ACADEMIC APPOINTMENTS

- J. Sargent Reynolds Community College, Board of Directors, Education Foundation

2016 – Present

SHUBRHO PAL, RPh, PhD

Director of Pharmacy Operations

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Office: (804) 288-1933

Fax: (804) 288-1510

Email: spal@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Dr. Pal is responsible for supervising day-to-day operations at Westwood Pharmacy. He coordinates and directs facility implementations and coordinates liaisons with state and national regulatory agencies such as the State Board of Pharmacies and Drug Enforcement Agency. Dr. Pal is responsible for budgeting proper inventory levels to fill orders from the facilities and is directly involved in purchasing decisions for the pharmacy to maintain financial stability. Dr. Pal provides direct oversight in the establishment of policies and procedures, drug formulary design, production, and cost containment strategies.

Westwood Pharmacy, Richmond, VA

Director of Pharmacy Operations, Westwood Pharmacy Clinical Services 2009 – Present

Pharmerica Corporation, Ashland, VA

General Manager and Director of Pharmacy 2000 – 2008

Virginia Commonwealth University, Richmond, VA

Post-Doctoral Research Professor, Department of Neurology 1994 – 2000

EDUCATION

Ph.D. in Biochemistry, Virginia Commonwealth University 1988 – 1994

Bachelors in Pharmacy, Calcutta, India 1984 – 1988

PUBLICATIONS

1. In vitro status epilepticus causes sustained elevation of intracellular calcium levels in hippocampal neurons. *Brain Research; 851 (1999) 20-31*
2. Different neuroligands and signal transduction pathways stimulate CREB phosphorylation at specific developmental stages along oligodendrocyte differentiation. *Journal of Neurochemistry (1999) 139-147*

3. Prolonged activation of the N-methyl-D-aspartate receptor-Ca transduction pathway causes spontaneous recurrent epileptiform discharges in hippocampal neurons in culture. ***Proceedings of National Academy of Sciences (1998) 14482-14487***
4. Expression of a unique globo-series glycolipid in cultured rat dorsal root ganglion neurons: relationship with neuronal development. ***Neurochemical Research (1996) 403-409***
5. Effect of Nerve Growth Factor and Forskolin on Glycosyltransferase activities and expression of a globo-series glycosphingolipid in PC12D pheochromocytoma cells. ***Journal of Neurochemistry (1995) 810-817***
6. Activation of UDP-Galactose:Globo-tetraosylceramide 1-3galactosyltransferase during PC12D cell differentiation induced by galactosylceramide. ***Biochemistry (1993) 7904-7908***

Shannon Dowdy, PharmD

Vice President of Clinical Services

Westwood Pharmacy

Office: (804) 288-1933

Fax: (804) 288-7934

Email: Shannon.dowdy@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Shannon Dowdy is responsible for all aspects of Westwood Pharmacy's Clinical Services. She oversees procedures related to formulary management and serves as Vice Chair of Pharmacy and Therapeutics Committee. Additionally, she directs accreditation process for various organizations, including the NCCHC and ACA. Shannon manages DOC, NCCHC, AND ACA inspections for all correctional facilities serviced by Westwood Pharmacy. Shannon also governs clinical programs at Westwood Pharmacy, including immunization clinics and health screenings.

Westwood Pharmacy, Richmond, VA

Vice President of Clinical Services and Clinical Pharmacist

2003 – Present

CVS Pharmacy, Dunn, NC and Raleigh, NC

Pharmacy Technician

1999 – 2003

Westwood Pharmacy, Richmond, VA

Pharmacy Technician

1995 – 2003

EDUCATION

Doctor of Pharmacy, Campbell University School of Pharmacy, Buies Creek, NC

1998 – 2003

Pre-Pharmacy Program, Virginia Commonwealth University, Richmond, VA

1995 – 1998

RESEARCH AND PRESENTATIONS

Research Coordinator; "Patient Satisfaction with Pharmaceutical Services in a Retail Pharmacy Setting," Campbell University School of Pharmacy

2001 – 2003

Presentation; "Antiarrhythmic Pharmacotherapy in the New Millennium," Campbell University, Doctor of Pharmacy Program

2003

Presentation; "The Variability of Asthma," GlaxoSmithKline, Inc. Campbell University, Doctor of Pharmacy Program

2002

Presentation; "Disease State Management," Scientific Literature Seminar Campbell University, Doctor of Pharmacy Program

1999

Presentation; "Zinc Gluconate for the Treatment of the Common Cold in Children,"
Scientific Literature Seminar, Campbell University Doctor of Pharmacy Program 1998

CERTIFICATIONS AND AFFILIATIONS

Pharmacy-based Mass Immunization Certificate, Virginia Pharmacists Association 2004
Member, Virginia Pharmacists Association 2004 – Present
Member, North Carolina Association of Pharmacists, Education Council 2000 – 2003
Member, Phi Lambda Sigma Pharmacy Leadership Society 2000 – 2003
Member, Academy of Students of Pharmacy 1999 – 2003
 President (2001-2003)
 President Elect (1999-2000)
 Director, Patient Counseling Competition (2000)
 Representative, Bristol-Myers Squibb Leadership Institute (2000)
Member, Student Society of Health-System Pharmacy, Campbell University Chapter 1999 – 2003

AWARDS AND HONORS

Outstanding Pharmacist Award, Westwood Pharmacy 2004

Chair, Virginia Board of Pharmacy (Appointed by Governor)	2004 – 2007
Member, Virginia Board of Pharmacy	1998 – 2007
Member, Board of Governors for the American Pharmacy Association Political Action Committee	1999 – 2004
Member, Cigna Regional Pharmacy and Therapeutics Committee	1997 – 2002
Member, Board of Legislative Affairs for the Commonwealth of Virginia	1997 – 2000
Member, American Arthritis Foundation	1997 – 2000
Consultant to the Virginia Home for Boys	1987 – 1994

ACADEMIC APPOINTMENTS

Clinical Assistant Professor, Virginia Commonwealth University School of Pharmacy, Richmond, VA	1999 - Present
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PRESENTATIONS AND PUBLICATIONS

Gonzalez, ER, **Oley, MA.** (2000) "The management of lower-extremity diabetic ulcers."
Managed Care Interface. 2000 Nov; 13(11):80-7.

Presenter, "Applying outcomes research templates to identify undiagnosed hypertension, hypercholesterolemia, and diabetes for the development of a targeted disease management program for an employer group." Oley, MA, Teat, RD, Ostrosky, JD. 1999 Annual Meeting of the Academy of Managed Care Pharmacists. October 16, 1999. Atlanta, GA.

HONORS AND AWARDS

Merck and Company, Inc. Award for Outstanding Service

PROFESSIONAL SOCIETIES

- Academy of Managed Care Pharmacists
- American Pharmaceutical Association
- Virginia Pharmaceutical Association
- National Association of Community Pharmacists
- National Association of Boards of Pharmacy

STEPHEN A. OLEY

Chief Operating Officer

Westwood Pharmacy

5823 Patterson Avenue, Richmond, VA 23226

Office: (804) 288-1933 Fax: (804) 288-1510

Email: stephen.oley@westwoodpharmacy.com

PROFESSIONAL EXPERIENCE

Mr. Oley implements operational strategies to improve overall company efficiencies to ensure attainment of corporate goals, manages human resources, and oversees the day-to-day administrative and operation functions of Westwood Pharmacy. His educational background also provides him with the unique combination of overseeing both administrative and clinical viewpoints within his position of Chief Operating Officer.

Westwood Pharmacy, Richmond, VA

Chief Operating Officer

2019 – Present

Pharmacy Technician Program

2010 – 2015

Assisted pharmacists with preparation of prescription orders, manage medication inventory, triage patient telephone calls, and counsel and assist customers and Patients at the service counter

EDUCATION

Bachelor of Science, Pharmaceutical Services, Philadelphia College of Pharmacy

2018 – 2019

Bachelor of Science, Biology, Campbell University College of Pharmacy

2015 – 2017

Pharmacy Prerequisite Courses, Virginia Commonwealth University

2012 – 2015

AWARDS, CERTIFICATES, AND LICENSURES

Campbell University Dean's List

2015 – 2016

Pharmacy Technician Training Program

2015

PRESENTATIONS AND PROJECTS

ARMCOP – After Release Medical Care Outreach Program

2014

Worked as lead intern and pharmacy representative with pharmaceutical companies to acquire manufacturer coupons to cover the medication costs for patients requiring assistance post-release from correctional facilities



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Alliance Insurance LLC. P.O. Box 4020 Glen Allen, VA 23058 Edward G. Slate	804-285-7400	CONTACT NAME: Alliance Insurance PHONE (A/C, No, Ext): 804-285-7400 FAX (A/C, No): 804-285-5545 E-MAIL ADDRESS: service@allianceinsurancerva.com
	INSURER(S) AFFORDING COVERAGE	
INSURED MAO Pharmacy Inc Westwood Pharmacy - Westwood Pharmacy Clinical Services 5823 Patterson Avenue Richmond, VA 23226	INSURER A : Auto-Owners Insurance	NAIC # 18988
	INSURER B : Chubb Group of Insurance Co.	10052
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			TPP43561530	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> Professional Liab						MED EXP (Any one person) \$ 15,000
	<input checked="" type="checkbox"/> Contractual Liab						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Abuse&Molestation							GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LiquorLia \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY			51-561530-00	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			TPP43561530	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10000						\$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			43088740	01/01/2025	01/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A						E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	ForeFrontPortfolio			8248-8664	01/01/2025	01/01/2026	EPLI 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

NAMED INSUREDS: Westwood Behavioral Health Pharmacy - Richmond
Westwood Behavioral Health Pharmacy - Chesapeake
Lafayette Westwood Pharmacy

CERTIFICATE HOLDER CANCELLATION

Cochise County Procurement Department 1415 Melody Lane BLDG C Bisbee, AZ 85603	COCHISE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Edward G. Slate	

Insured (Cont)

Westwood East End Pharmacy

3908 Nine Mile Road, Room#518

Henrico, VA 23229

Westwood Behavioral Health Pharmacy Chesapeake

224 Great Bridge Boulevard, Suite 161B

Chesapeake, VA 23320

Westwood Pharmacy Clinical Services

8905 Three Chopt Rd

Henrico, VA 23229

MAO Pharmacy dba Westwood Behavioral Health Pharmacy Richmond

107 S. 5th Street, 1st Floor, Room 17B

Richmond, VA 2321

Westwood Pharmacy-VirginiaBeach

3143 Magic Hollow Blvd. suite 200

Virginia Beach, VA 23453

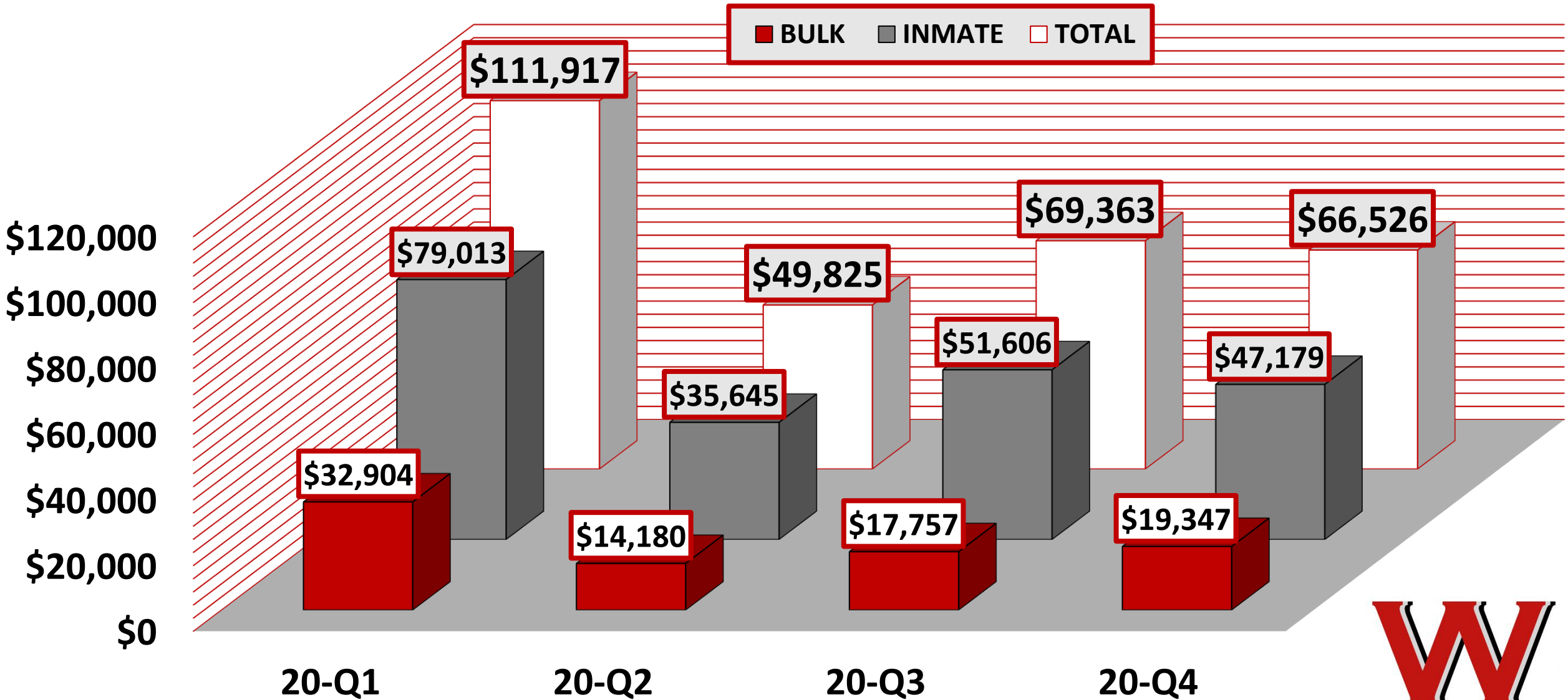
Westwood Pharmacy-Loudoun

21641 Ridgetop Circle, suite 109

Sterling, VA 20166

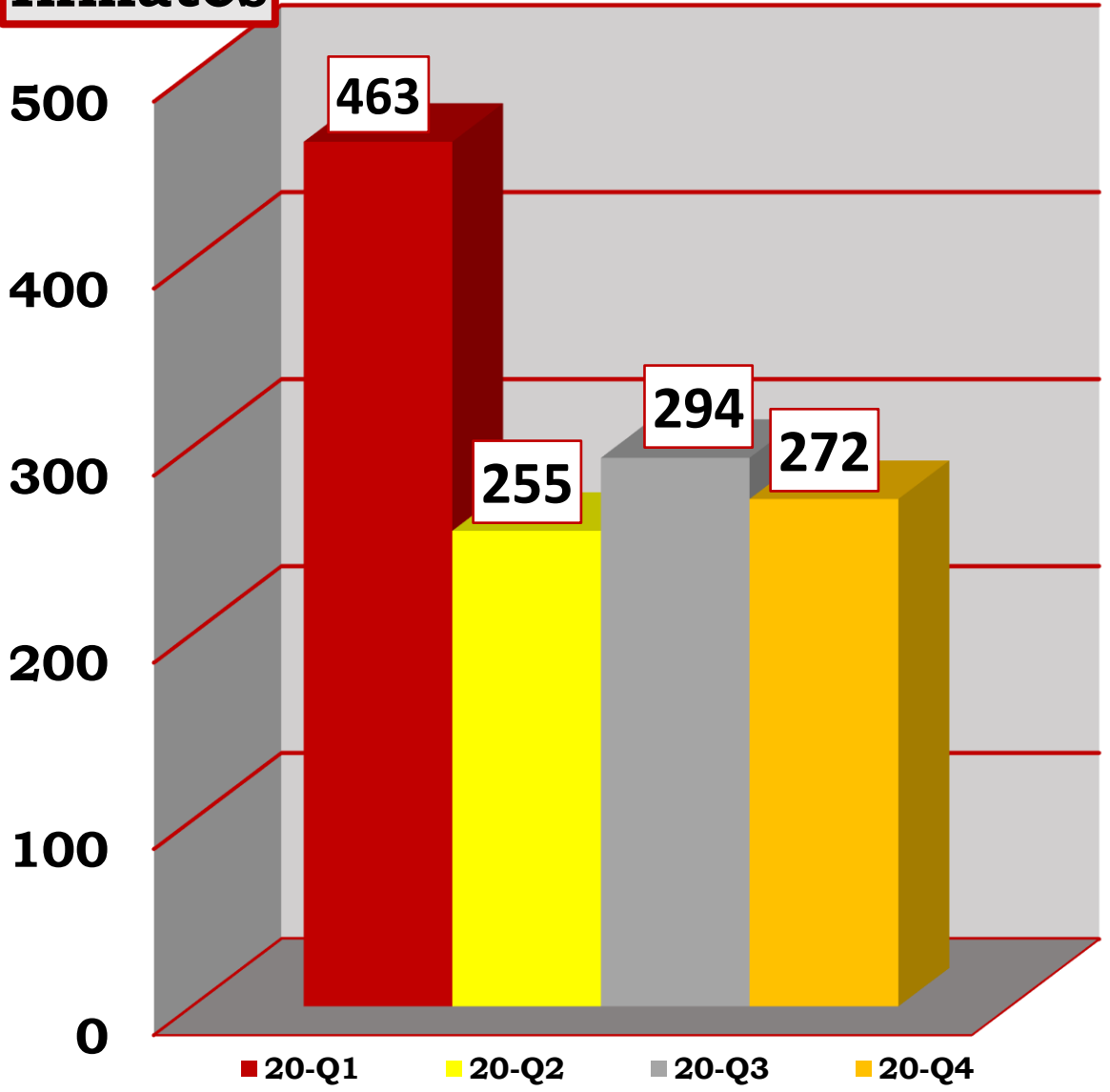
Westwood Pharmacy includes a collection of our Sample Reports below. Westwood Pharmacy considers our Sample Reports to be ***proprietary and confidential***. Therefore, these reports should NOT be included in any FOIA requests or competitor requests.

Trends in Allocation of Pharmacy Dollars

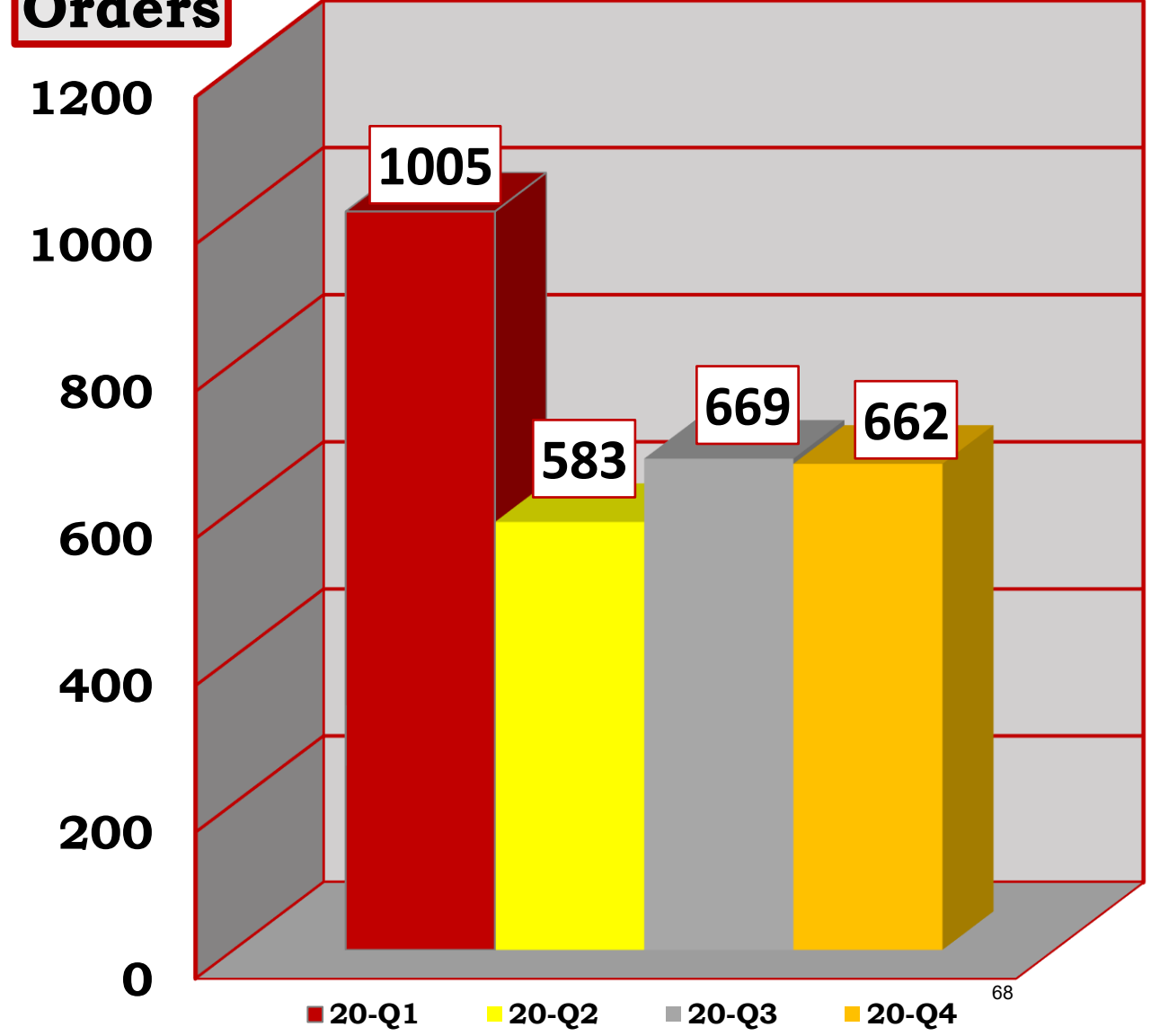


Inmates on Meds and Orders Filled

Inmates

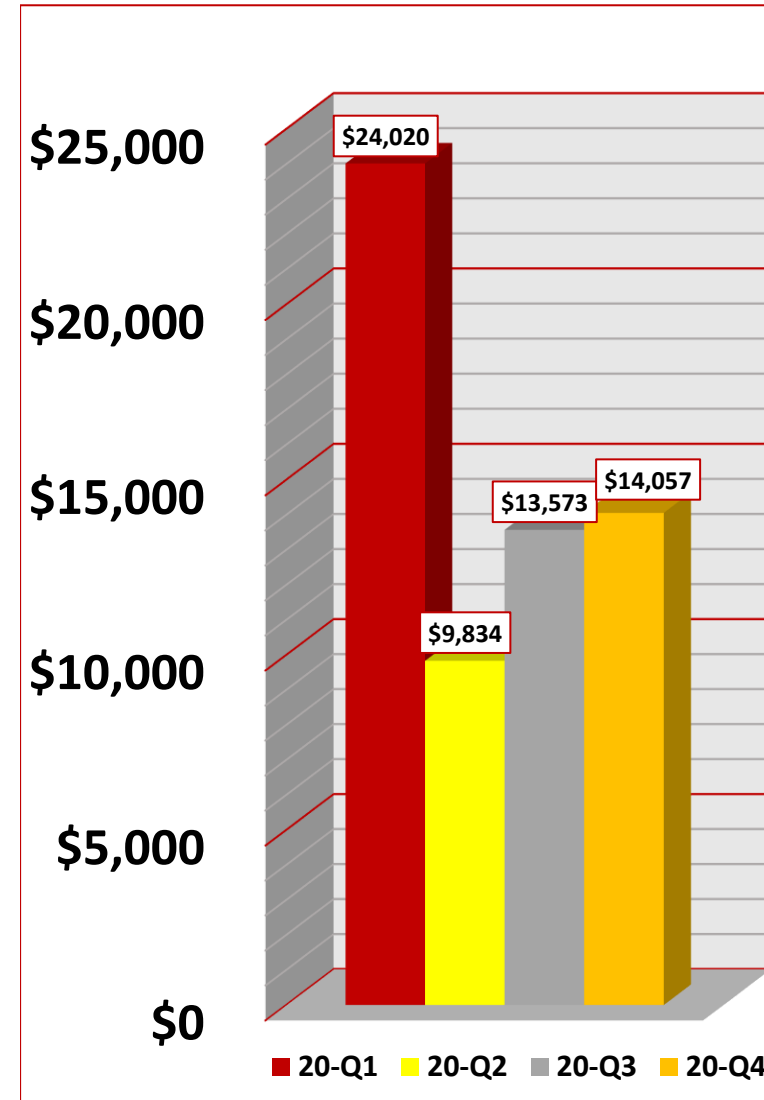


Orders



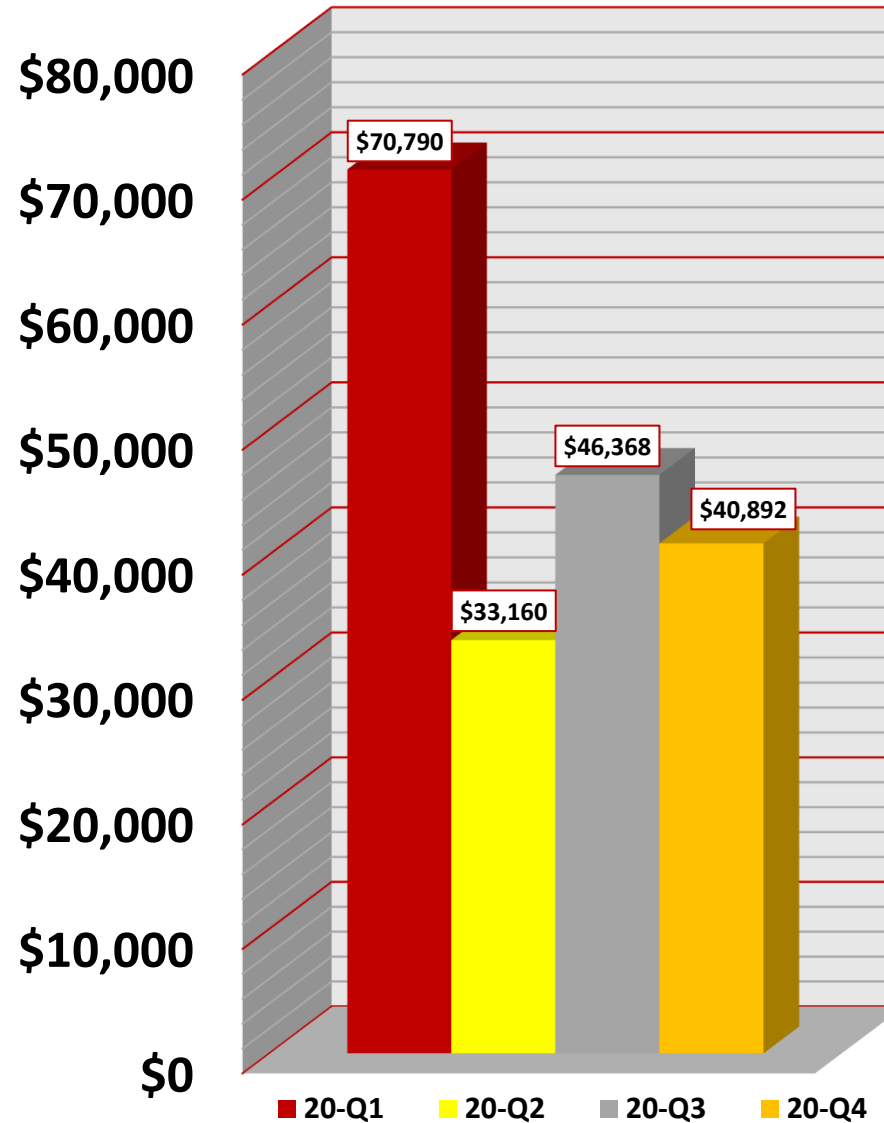
Top 20 Bulk Drugs

20-Q4	Rx\$	QTY Disp
TUBERSOL 5/0.1ML INJ	\$2,980	50
FLUTICASONE-SALMETEROL 232/14MCG INH	\$1,640	17
BIKTARVY	\$1,606	15
VENTOLIN HFA INH	\$1,171	432
HUMULIN R	\$924	80
TIVICAY	\$907	15
LANTUS	\$618	30
FLUTICASONE-SALMETEROL 113/14MCG INH	\$580	6
NEOMYCIN-POLYMYXIN-HC 1% OTIC SOL	\$433	80
DIVALPROEX SODIUM 500MG DR	\$415	1620
HYDROXYZINE PAM 50MG	\$369	4500
LEVALBUTEROL TAR HFA 45MCG INH	\$359	90
DICLOFENAC SOD ER 100MG	\$330	240
HALOPERIDOL 5MG	\$315	540
ALBUTEROL SUL HFA 90 MCG INH	\$293	144
EMTRIVA 200MG	\$261	15
CLINDAMYCIN HCL 150MG	\$224	1200
MIRTAZAPINE 30MG	\$214	1920
LEVETIRACETAM 500MG	\$212	1980
OXCARBAZEPINE 300MG	\$206	990

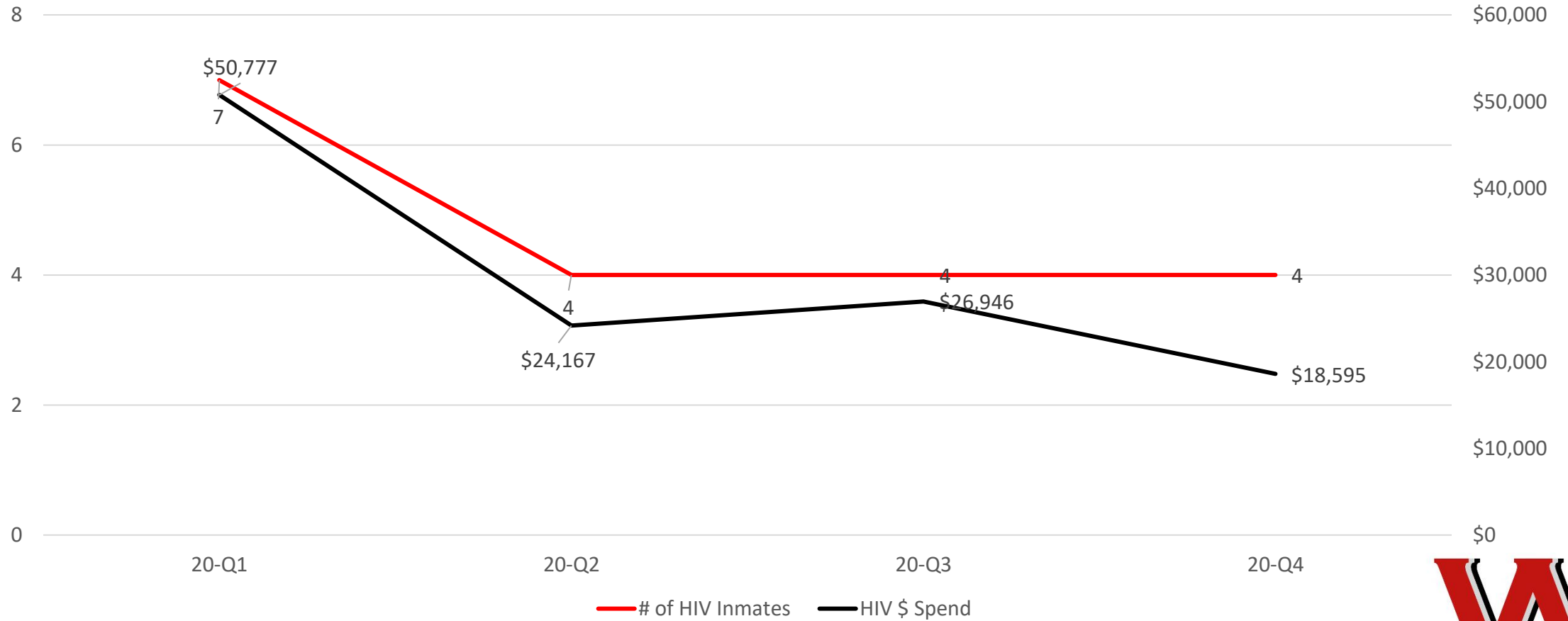


Top 20 Inmate-Specific Drugs

20-Q4	Rx\$
BIKTARVY	\$12,834
INVEGA SUST 234/1.5 INJ	\$5,557
TIVICAY	\$5,432
MESALAMINE 800MG	\$2,896
VRAYLAR 6MG	\$2,370
ELIQUIS 5MG	\$1,828
VRAYLAR 1.5MG	\$1,184
ENTRESTO 24-26MG	\$1,051
CHLORPROMAZINE 100MG	\$1,051
ENTRESTO 49 -51 MG	\$2,097
XARELTO 20MG	\$880
XARELTO 15MG	\$615
COLCHICINE 0.6MG	\$466
LEVALBUTEROL TAR HFA 45MCG INH	\$431
JANUVIA 100MG	\$429
KETOCONAZOLE 2% CREM	\$396
CHLORPROMAZINE 100MG	\$382
BRILINTA 90MG	\$370
ABACAVIR SULFATE-LAMIVUDINE 600-300	\$329
FLUTICASONE-SALMETEROL 113/14MCG INH	\$294

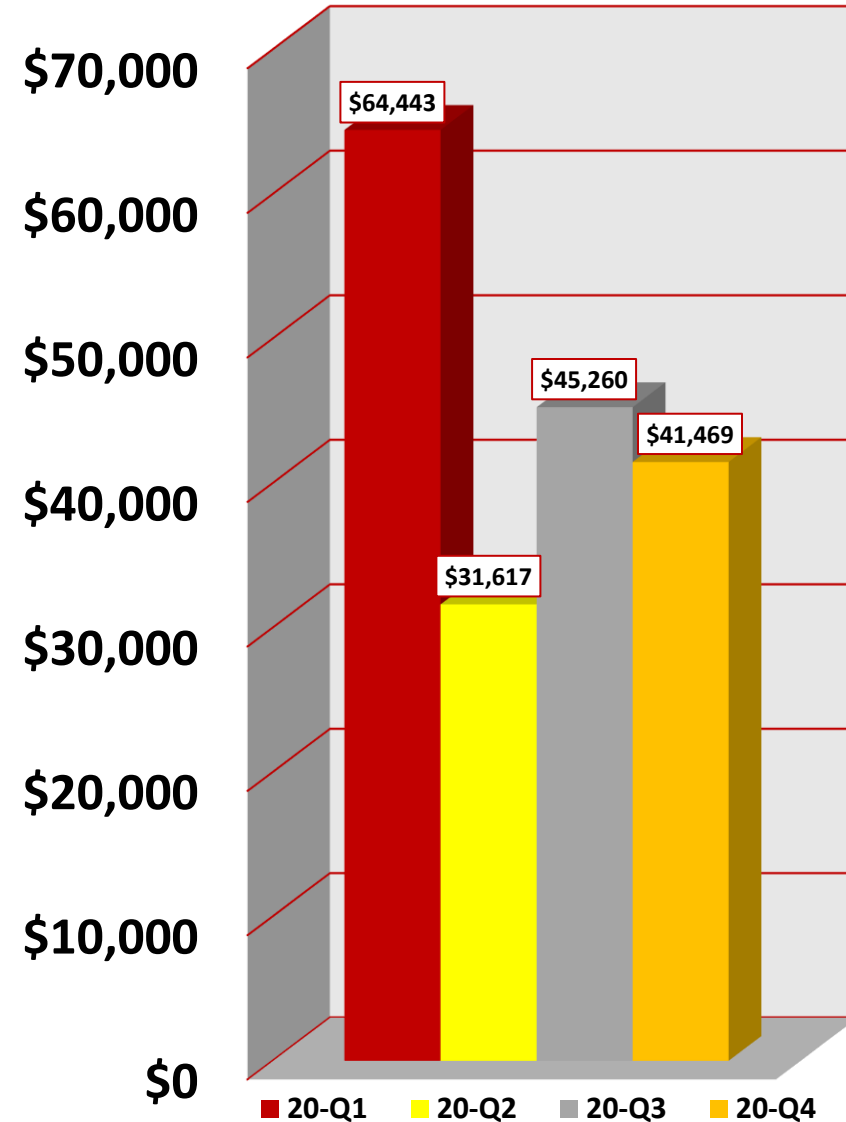


HIV Trend Per Quarter

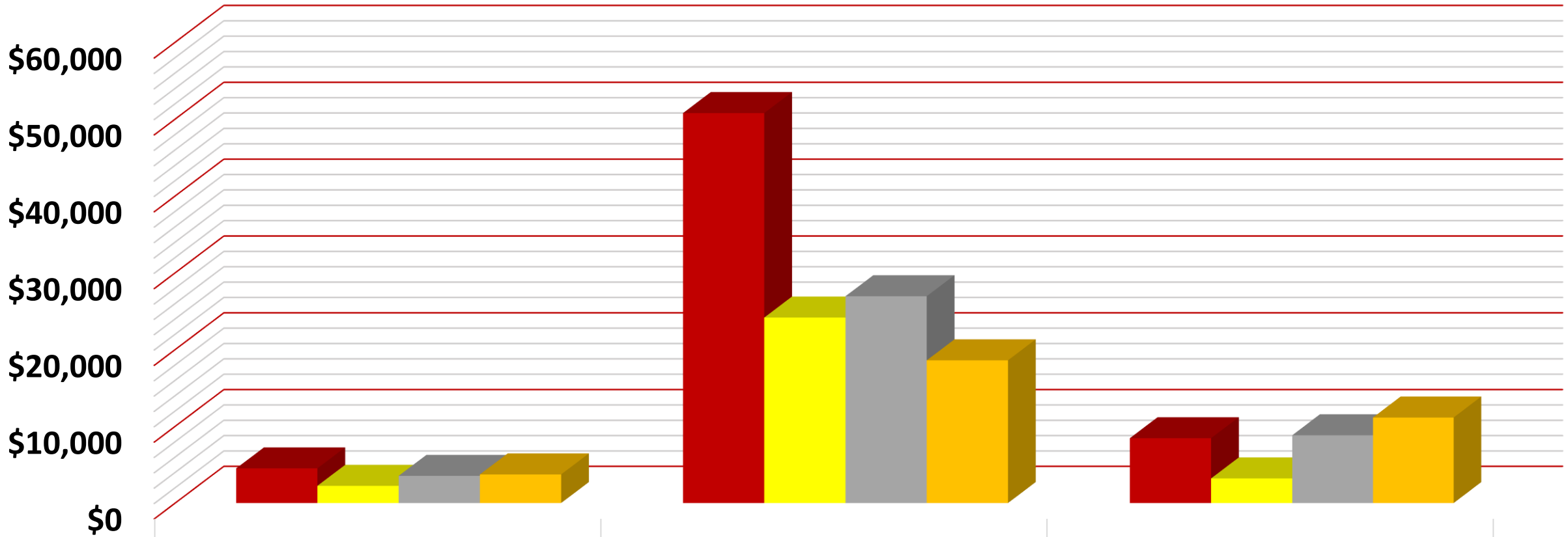


Top 20 Inmates

INMATE	COST DRIVER DRUG	TOTAL RX\$
TEST 1	BIKTARVY	\$6,428
TEST 2	TIVICAY	\$5,772
TEST 3	INVEGA SUST 234/1.5 INJ	\$5,558
TEST 4	BIKTARVY	\$3,271
TEST 5	BIKTARVY	\$3,216
TEST 6	MESALAMINE 800MG	\$2,481
TEST 7	VRAYLAR 6MG	\$2,370
TEST 8	ELIQUIS 5MG	\$1,880
TEST 9	XARELTO 15MG	\$1,529
TEST 10	CHLORPROMAZINE 100MG	\$1,462
TEST 11	ENTRESTO 49-51MG	\$1,450
TEST 12	ENTRESTO 24-26MG	\$1,239
TEST 13	VRAYLAR 1.5MG	\$1,188
TEST 14	ENTRESTO 49-51MG	\$1,137
TEST 15	MESALAMINE 800MG	\$549
TEST 16	COLCHICINE 0.6MG	\$535
TEST 17	JANUVIA 100MG	\$456
TEST 18	BRILINTA 90MG	\$370
TEST 19	CLOBETASOL PROP 0.05% CRM	\$297
TEST 20	ENTRESTO 24-26MG	\$281



Top Therapeutic Classes (Rx\$)



	HEME	HIV	PSYCH
■ 20-Q1	\$4,516	\$50,777	\$8,451
■ 20-Q2	\$2,244	\$24,167	\$3,211
■ 20-Q3	\$3,543	\$26,946	\$8,831
■ 20-Q4	\$3,728	\$18,595	\$11,144

**SAMPLE COUNTY JAIL
FORMULARY MANAGEMENT REPORT**

	INMATE CENSUS	TOTAL RX ORDERS	NEW RX ORDERS	REFILL RX ORDERS	# INM ON RX'S	% INM ON RX'S	# INM on FORM	# INM on NonFORM	STAT BOX RX'S	FORM RX'S	FORM TOTAL COST	FORM COST/INM	NF RX'S	NF TOTAL COST	NF COST/INM	% NF COST/TOTAL COST
Jan-20	161	215	155	60	77	48%	73	25	0	172	\$1,777.49	\$24.35	43	\$354.90	\$14.20	16.64%
Feb-20	161	168	109	59	60	37%	56	19	0	139	\$2,036.06	\$36.36	29	\$460.86	\$24.26	18.46%
Mar-20	161	159	88	71	56	35%	51	16	0	135	\$3,673.86	\$72.04	24	\$478.14	\$29.88	11.52%
Apr-20	92	152	67	85	41	45%	41	12	0	125	\$4,165.52	\$101.60	27	\$157.87	\$13.16	3.65%
May-20	73	80	55	25	35	48%	30	8	0	70	\$797.38	\$26.58	10	\$300.26	\$37.53	27.36%
Jun-20	77	159	114	45	42	55%	39	13	0	131	\$2,116.80	\$54.28	28	\$270.36	\$20.80	11.33%
Jul-20	77	193	120	73	56	73%	52	13	0	171	\$9,263.10	\$178.14	22	\$456.17	\$35.09	4.69%
Aug-20	99	239	168	71	61	62%	60	21	0	202	\$4,640.37	\$77.34	37	\$1,677.25	\$79.87	26.55%
Sep-20	89	198	124	74	66	74%	62	14	0	174	\$4,684.02	\$75.55	24	\$721.25	\$51.52	13.34%
Oct-20	92	187	87	100	59	64%	58	14	0	157	\$2,748.13	\$47.38	30	\$5,109.44	\$364.96	65.03%
Nov-20	94	182	134	48	50	53%	49	14	0	159	\$5,883.43	\$120.07	23	\$623.01	\$44.50	9.58%
Dec-20	99	188	117	71	55	56%	55	15	0	167	\$5,695.20	\$103.55	21	\$585.03	\$39.00	9.32%
% CHAN PQ	0.00%	-16.97%	-33.33%	19.33%	-18.25%	-18%	-20.93%	-27.27%	0.00%	-13.18%	92.67%	137.32%	-33.33%	17.23%	55.43%	-34.38%
% CHAN PY	0.00%	-16.97%	-33.33%	19.33%	-18.25%	-18%	-20.93%	-27.27%	0.00%	-13.18%	92.67%	137.32%	-33.33%	17.23%	55.43%	-34.38%
AVG PQ	161.00	191.50	132.00	59.50	68.50	0.43	64.50	22.00	0.00	155.50	1,906.78	30.35	36.00	407.88	19.23	17.55%
Y-T-D	1,275	2,120	1,338	782	658		180	184	0	1,802	\$47,481.36	\$917.22	318	\$ 11,194.54	\$ 754.76	

	PSYCH RX'S	NF PSYCH RX'S	# INM ON PSYCH	# PSYCH RXS/INM	PSYCH COST	PSYCH COST/INM	% PSYCH COST/TOTAL COST	NF PSYCH COST	ATYP ANTI PSYCH RX'S	# INM ON ATYP ANTI PSYCH RX'S	ATYP ANTIPSY COST	ATYP ANTIPSY COST/INM	% ATYP ANTIPSYCH COST/TOTAL PSYCH COST	CONTROL RX'S
Jan-20	88	25	44	3	\$910.54	\$20.69	42.70%	\$231.81	29	17	\$317.17	\$18.66	34.83%	2
Feb-20	64	12	37	2	\$994.85	\$26.89	39.84%	\$103.37	9	8	\$397.08	\$49.64	39.91%	0
Mar-20	70	12	33	2	\$3,081.61	\$93.38	74.22%	\$387.65	14	10	\$1,236.51	\$123.65	40.13%	0
Apr-20	62	13	25	3	\$2,760.00	\$110.40	63.84%	\$121.56	9	5	\$2,280.49	\$456.10	82.63%	1
May-20	38	6	22	2	\$383.61	\$17.44	34.95%	\$54.20	7	7	\$70.74	\$10.11	18.44%	1
Jun-20	62	15	28	3	\$754.36	\$26.94	31.60%	\$138.40	10	7	\$88.25	\$12.61	11.70%	0
Jul-20	78	9	33	3	\$757.31	\$22.95	7.79%	\$84.71	20	13	\$165.19	\$12.71	21.81%	2
Aug-20	100	19	41	3	\$1,802.97	\$43.97	28.54%	\$452.71	33	22	\$951.74	\$43.26	52.79%	3
Sep-20	78	12	42	2	\$1,933.80	\$46.04	35.78%	\$392.92	19	12	\$1,393.85	\$116.15	72.08%	1
Oct-20	70	9	39	2	\$5,301.91	\$135.95	67.48%	\$4,652.31	19	14	\$4,741.09	\$338.65	89.42%	1
Nov-20	67	8	32	2	\$2,460.01	\$76.88	37.81%	\$264.06	17	11	\$416.13	\$37.83	16.92%	1
Dec-20	75	8	44	2	\$2,060.59	\$46.83	32.81%	\$224.76	16	16	\$245.24	\$15.33	11.90%	1
% CHAN PQ	-7.89%	-35.14%	-18.52%	7.52%	223.46%	292.51%	79.83%	131.31%	-26.32%	-20.00%	246.24%	262.12%	7.36%	-100.00%
% CHAN PY	-7.89%	-35.14%	-18.52%	7.52%	223.46%	292.51%	79.83%	131.31%	-26.32%	-20.00%	246.24%	262.12%	7.36%	-100.00%
AVG PQ	76.00	18.50	40.50	2.31	952.70	23.79	41.27%	167.59	19.00	12.50	357.13	34.15	0.37	1.00
Y-T-D	852	148	420	29	\$ 23,201.56	\$140.96		\$7,108.46	202	142	\$12,303.48	\$191.94		13

	OTC ORDERS	OTC TOTAL COST	# INM on OTC	OTC COST/INM	ASTHMA RX'S (TOTAL)	ASTHMA RX'S (STAT BOX)	ASTHMA RX'S (PT SPEC)	# INM ON ASTHMA MEDS	ASTHMA COST	ASTHMA COST/INM	ASTHMA COST (PT SPEC)	INHALER COST	QVAR RX'S	QVAR COST
Jan-20	23	\$30.77	20	\$1.54	1	0	1	1	\$167.19	\$167.19	\$167.19	\$167.19	0	\$0.00
Feb-20	25	\$89.10	15	\$5.94	1	0	1	1	\$62.90	\$62.90	\$62.90	\$62.90	0	\$0.00
Mar-20	24	\$100.29	16	\$6.27	2	0	2	2	\$232.43	\$116.22	\$232.43	\$226.86	0	\$0.00
Apr-20	22	\$90.64	13	\$6.97	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00
May-20	12	\$30.84	7	\$4.41	2	0	2	2	\$449.57	\$224.79	\$449.57	\$449.57	0	\$0.00
Jun-20	20	\$77.70	14	\$5.55	2	0	1	1	\$657.09	\$657.09	\$657.09	\$657.09	1	\$238.39
Jul-20	13	\$21.12	7	\$3.02	6	0	6	2	\$1,422.72	\$711.36	\$1,422.72	\$1,401.44	1	\$242.35
Aug-20	28	\$108.49	15	\$7.23	8	0	8	5	\$1,557.02	\$311.40	\$1,557.02	\$1,525.10	1	\$242.35
Sep-20	26	\$88.69	16	\$5.54	8	0	8	6	\$1,771.52	\$295.25	\$1,771.52	\$1,765.95	0	\$0.00
Oct-20	30	\$224.97	18	\$12.50	8	0	8	5	\$1,015.79	\$203.16	\$1,015.79	\$999.58	0	\$0.00
Nov-20	34	\$100.32	15	\$6.69	4	0	4	3	\$885.42	\$295.14	\$885.42	\$879.85	0	\$0.00
Dec-20	35	\$98.92	17	\$5.82	8	0	8	5	\$2,135.44	\$427.09	\$2,135.44	\$2,129.87	0	\$0.00
% CHAN PQ	0.00%	67.33%	-8.57%	67.63%	100.00%	0.00%	100.00%	100.00%	102.03%	1.02%	102.03%	97.19%	0.00%	0.00%
% CHAN PY	0.00%	67.33%	-8.57%	67.63%	100.00%	0.00%	100.00%	100.00%	102.03%	1.02%	102.03%	97.19%	0.00%	0.00%
AVG PQ	24.00	59.94	17.50	3.74	1.00	0.00	1.00	1.00	115.05	115.05	115.05	115.05	0.00	0.00
Y-T-D	292	\$ 1,061.85	173	\$71.47	50	0	49	33	\$10,357.09	\$3,471.58	\$10,357.09	\$10,265.40	3	\$723.09

	# INM ON HEP C	HEP C RX'S	COST OF HEP C	% HEP C COST/TOTAL COST	HIV RX'S	# INM ON HIV	% INM ON HIV	HIV TOTAL COST	% HIV COST/TOTAL COST
Jan-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Feb-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%

Mar-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Apr-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
May-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Jun-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Jul-20	0	0	\$0.00	0.00%	2	1	1.79%	\$6,011.44	61.85%
Aug-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Sep-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Oct-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Nov-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
Dec-20	0	0	\$0.00	0.00%	0	0	0.00%	\$0.00	0.00%
% CHAN PQ	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
% CHAN PY	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
AVG PQ	0.00	0.00	\$0.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Y-T-D	0	0	0		2	1		\$6,011.44	

	MED SUPPLY COST	BACKUP COST	TOTAL RX COST	Total RXs/Inmate	TOTAL COST/INM	COST/INM ON RXS	TOTAL COST/INM LESS HIV	TOTAL COST/INM LESS HIV & PSYCHS	TOTAL COST LESS HIV and HEP C	CREDITS	TOTAL COST LESS CREDITS	TOTAL COST/INM LESS CREDITS	ADDTL CHARGES	INVOICE TOTAL
Jan-20	\$1,321.24	\$284.60	\$2,132.39	1.34	\$13.24	\$27.69	\$13.24	\$15.87	\$2,132.39	\$126.11	\$2,006.28	\$12.46	0	\$3,612.12
Feb-20	\$332.70	\$151.34	\$2,496.92	1.04	\$15.51	\$41.62	\$15.51	\$25.03	\$2,496.92	\$576.87	\$1,920.05	\$11.93	0	\$2,404.09
Mar-20	\$1,327.04	\$1,164.03	\$4,152.00	0.99	\$25.79	\$74.14	\$25.79	\$19.11	\$4,152.00	\$343.28	\$3,808.72	\$23.66	0	\$6,299.79
Apr-20	\$1,110.80	\$133.83	\$4,323.39	1.65	\$46.99	\$105.45	\$46.99	\$38.13	\$4,323.39	\$129.90	\$4,193.49	\$45.58	0	\$5,438.12
May-20	\$681.07	\$194.06	\$1,097.64	1.10	\$15.04	\$31.36	\$15.04	\$20.40	\$1,097.64	\$0.00	\$1,097.64	\$15.04	0	\$1,972.77
Jun-20	\$871.89	\$396.76	\$2,387.16	2.06	\$31.00	\$56.84	\$31.00	\$38.88	\$2,387.16	\$327.99	\$2,059.17	\$26.74	0	\$3,327.82
Jul-20	\$316.28	\$969.22	\$9,719.27	2.51	\$126.22	\$173.56	\$48.15	\$52.69	\$3,707.83	\$102.98	\$9,616.29	\$124.89	0	\$10,901.79
Aug-20	\$1,534.91	\$640.58	\$6,317.62	2.41	\$63.81	\$103.57	\$63.81	\$74.01	\$6,317.62	\$1,181.78	\$5,135.84	\$51.88	0	\$7,311.33
Sep-20	\$496.24	\$1,089.83	\$5,405.27	2.22	\$60.73	\$81.90	\$60.73	\$52.60	\$5,405.27	\$1,220.38	\$4,184.89	\$47.02	0	\$5,770.96
Oct-20	\$1,851.39	\$69.08	\$7,857.57	2.03	\$85.41	\$133.18	\$85.41	\$43.32	\$7,857.57	\$271.00	\$7,586.57	\$82.46	0	\$9,507.04
Nov-20	\$0.00	\$247.49	\$6,506.44	1.94	\$69.22	\$130.13	\$69.22	\$80.93	\$6,506.44	\$3,056.76	\$3,449.68	\$36.70	0	\$3,697.17
Dec-20	\$676.60	\$501.52	\$6,280.23	1.90	\$63.44	\$114.19	\$63.44	\$76.72	\$6,280.23	\$774.47	\$5,505.76	\$55.61	0	\$6,683.88
% CHAN PQ	60.47%	434.03%	79.38%	-16.97%	79.38%	113.95%	79.38%	-6.54%	79.38%	-2.34%	94.01%	94.01%	0.00%	109.43%
% CHAN PY	60.47%	434.03%	79.38%	-16.97%	79.38%	113.95%	79.38%	-6.54%	79.38%	-2.34%	94.01%	94.01%	0.00%	109.43%
AVG PQ	826.97	217.97	2,314.66	1.19	14.38	34.65	14.38	20.45	2,314.66	351.49	1,963.17	12.19	0.00	3,008.11
Y-T-D	\$10,520.16	\$5,842.34	\$58,675.90	1.77	\$ 51.37	\$ 89.47	\$ 44.86	\$ 44.81	\$52,664.46	\$8,111.52	\$50,564.38	\$533.96	\$0.00	\$66,926.88



Dispensing Error Analysis Report

Form Instructions: Enter the below information from the completed Dispensing Error Analysis in Section 1: Analysis Information. If there have been no errors in the past 30 days, enter the information in Section 2: Zero Report

Section 1: Analysis Information			
Date the Analysis was initiated		Date the Analysis was completed	
Names of individuals who participated in the Analysis			
General Description of Remedial Action take to prevent and reduce future errors			
Section 2: Zero Report			
<input type="checkbox"/> There were zero (0) errors during this time frame (_____ (Day After the last completed Dispensing Error Analysis Report) through (_____).			
Section 3: Pharmacy Manager Attestation – (I attest to the accuracy of the above information.)			
Pharmacy Manager Signature		Date	

This form shall be maintained for a period of no less than twelve (12) months from the Pharmacy Manager's Attestation.

WESTWOOD
5823 PATTERSON AVENUE
RICHMOND, VA 23226
BW8897829

TEST FACILITY
TEST
TEST, VA 07921

TEST

Batch Preview

Rx #	Patient	Drug	Qty	Price	Init	Date	Batch	Signed
69358280 - 0	CALPONE, AL	PENICILLIN VK 500MG TAB	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358284 - 0	CALPONE, AL	QUETIAPINE 100MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358286 - 0	CALPONE, AL	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358287 - 0	CALPONE, AL	QUETIAPINE 200MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358257 - 0	DILLINGER, JOHN	IBUPROFEN 200MG TAB	120.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358258 - 0	DILLINGER, JOHN	ESCITALOPRAM 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358260 - 0	DILLINGER, JOHN	OLANZAPINE 15MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358261 - 0	DILLINGER, JOHN	ZIPRASIDONE 20MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358262 - 0	FLOYD, PRETTY BOY	CLINDAMYCIN 150MG CAP	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358263 - 0	FLOYD, PRETTY BOY	IBUPROFEN 800MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358264 - 0	FLOYD, PRETTY BOY	CIPROFLOXACN 500MG TAB	10.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358265 - 0	FLOYD, PRETTY BOY	QUETIAPINE 400MG TAB	60.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358266 - 0	FLOYD, PRETTY BOY	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358270 - 0	FULLER, BILL	REYATAZ 150MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358272 - 0	FULLER, BILL	ABILIFY 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358273 - 0	FULLER, BILL	CIPROFLOXACN 500MG TAB	14.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358274 - 0	FULLER, BILL	QUETIAPINE 100MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358267 - 0	KEVORKIAN, JACK	ABILIFY 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358268 - 0	KEVORKIAN, JACK	TRUVADA TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358246 - 0	NELSON, BABYFACE	IBUPROFEN 800MG TAB	90.00 EA	\$0.00	PNS / BEB	08/22/2014		_____

**** IMPORTANT **** THESE SHEETS MUST BE SIGNED AND FAXED TO WESTWOOD PHARMACY
866-288-6707 WITHIN 12 HOURS. KEEP A COPY FOR YOUR RECORDS!! Thank you

CHECKED BY : _____ DATE/TIME : _____

RECEIVED BY : _____ DATE/TIME : _____

WESTWOOD
3/25/2015

Delivery Sheet - Westwood

Page 2
10:03 am

WESTWOOD
5823 PATTERSON AVENUE
RICHMOND, VA 23226
BW8897829

TEST FACILITY
TEST
TEST, VA 07921

TEST

Batch Preview

Rx #	Patient	Drug	Qty	Price	Init	Date	Batch	Signed
69358247 - 0	NELSON, BABYFACE	PENICILLIN VK 500MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358248 - 0	NELSON, BABYFACE	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358255 - 0	NELSON, BABYFACE	QUETIAPINE 100MG TAB	120.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358275 - 0	SIMPSON, O.J.	AMOXICILLIN 250MG CAP	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358276 - 0	SIMPSON, O.J.	IBUPROFEN 800MG TAB	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358278 - 0	SIMPSON, O.J.	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358243 - 0	TEST, PATIENT	AMOXICILLIN 500MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358245 - 0	TEST, PATIENT	BACLOFEN 10MG TAB	90.00 EA	\$0.00	PNS / BEB	08/22/2014		_____

**** IMPORTANT **** THESE SHEETS MUST BE SIGNED AND FAXED TO WESTWOOD PHARMACY
866-288-6707 WITHIN 12 HOURS. KEEP A COPY FOR YOUR RECORDS!! Thank you

CHECKED BY : _____

DATE/TIME : _____

RECEIVED BY : _____

DATE/TIME : _____

WESTWOOD
5823 PATTERSON AVENUE
RICHMOND, VA 23226
BW8897829

TEST FACILITY
TEST
TEST, VA 07921

TEST

Batch Preview

Rx #	Patient	Drug	Qty	Price	Init	Date	Batch	Signed
69358280 - 0	CALPONE, AL	PENICILLIN VK 500MG TAB	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358284 - 0	CALPONE, AL	QUETIAPINE 100MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358286 - 0	CALPONE, AL	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358287 - 0	CALPONE, AL	QUETIAPINE 200MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358257 - 0	DILLINGER, JOHN	IBUPROFEN 200MG TAB	120.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358258 - 0	DILLINGER, JOHN	ESCITALOPRAM 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358260 - 0	DILLINGER, JOHN	OLANZAPINE 15MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358261 - 0	DILLINGER, JOHN	ZIPRASIDONE 20MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358262 - 0	FLOYD, PRETTY BOY	CLINDAMYCIN 150MG CAP	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358263 - 0	FLOYD, PRETTY BOY	IBUPROFEN 800MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358264 - 0	FLOYD, PRETTY BOY	CIPROFLOXACN 500MG TAB	10.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358265 - 0	FLOYD, PRETTY BOY	QUETIAPINE 400MG TAB	60.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358266 - 0	FLOYD, PRETTY BOY	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358270 - 0	FULLER, BILL	REYATAZ 150MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358272 - 0	FULLER, BILL	ABILIFY 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358273 - 0	FULLER, BILL	CIPROFLOXACN 500MG TAB	14.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358274 - 0	FULLER, BILL	QUETIAPINE 100MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358267 - 0	KEVORKIAN, JACK	ABILIFY 10MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358268 - 0	KEVORKIAN, JACK	TRUVADA TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358246 - 0	NELSON, BABYFACE	IBUPROFEN 800MG TAB	90.00 EA	\$0.00	PNS / BEB	08/22/2014		_____

**** IMPORTANT **** THESE SHEETS MUST BE SIGNED AND FAXED TO WESTWOOD PHARMACY
866-288-6707 WITHIN 12 HOURS. KEEP A COPY FOR YOUR RECORDS!! Thank you

CHECKED BY : _____

DATE/TIME : _____

RECEIVED BY : _____

DATE/TIME : _____

WESTWOOD
3/25/2015

Delivery Sheet - Westwood

Page 4
10:03 am

WESTWOOD
5823 PATTERSON AVENUE
RICHMOND, VA 23226
BW8897829

TEST FACILITY
TEST
TEST, VA 07921

TEST

Batch Preview

Rx #	Patient	Drug	Qty	Price	Init	Date	Batch	Signed
69358247 - 0	NELSON, BABYFACE	PENICILLIN VK 500MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358248 - 0	NELSON, BABYFACE	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358255 - 0	NELSON, BABYFACE	QUETIAPINE 100MG TAB	120.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358275 - 0	SIMPSON, O.J.	AMOXICILLIN 250MG CAP	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358276 - 0	SIMPSON, O.J.	IBUPROFEN 800MG TAB	40.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358278 - 0	SIMPSON, O.J.	PAROXETINE 20MG TAB	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358243 - 0	TEST, PATIENT	AMOXICILLIN 500MG CAP	30.00 EA	\$0.00	PNS / BEB	08/22/2014		_____
69358245 - 0	TEST, PATIENT	BACLOFEN 10MG TAB	90.00 EA	\$0.00	PNS / BEB	08/22/2014		_____

**** IMPORTANT **** THESE SHEETS MUST BE SIGNED AND FAXED TO WESTWOOD PHARMACY
866-288-6707 WITHIN 12 HOURS. KEEP A COPY FOR YOUR RECORDS!! Thank you

CHECKED BY : _____

DATE/TIME : _____

RECEIVED BY : _____

DATE/TIME : _____



Example E-Kit History
February 2025

WESTWOOD PHARMACY

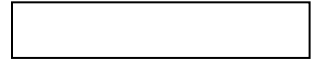
<u>Rx #</u>	<u>Fill Date</u>	<u>Patient</u>	<u>Qty Dsp</u>	<u>Price</u>	<u>Drug</u>	<u>Doctor</u>
74310418	2/10/2025	EXAMPLE, *E-KIT	40.2	\$1.00	ALBUTEROL SULFATE HFA, 108 (90 BASE) MCG/ACT, AER	DOCTOR, SAMPLE
74310418	2/18/2025	EXAMPLE, *E-KIT	40.2	\$1.00	ALBUTEROL SULFATE HFA, 108 (90 BASE) MCG/ACT, AER	DOCTOR, SAMPLE
74310418	2/20/2025	EXAMPLE, *E-KIT	67	\$1.00	ALBUTEROL SULFATE HFA, 108 (90 BASE) MCG/ACT, AER	DOCTOR, SAMPLE
74310418	2/24/2025	EXAMPLE, *E-KIT	40.2	\$1.00	ALBUTEROL SULFATE HFA, 108 (90 BASE) MCG/ACT, AER	DOCTOR, SAMPLE
74579752	2/18/2025	EXAMPLE, *E-KIT	90	\$1.00	AMLODIPINE, 5MG, TAB	DOCTOR, SAMPLE
74579742	2/18/2025	EXAMPLE, *E-KIT	60	\$1.00	AMOXICILLIN, 500MG, CAP	DOCTOR, SAMPLE
74579742	2/10/2025	EXAMPLE, *E-KIT	180	\$1.00	AMOXICILLIN, 500MG, CAP	DOCTOR, SAMPLE
74362528	2/18/2025	EXAMPLE, *E-KIT	90	\$1.00	AMOXICILLIN-CLAVULANATE, 875-125MG, TAB	DOCTOR, SAMPLE
74362528	2/10/2025	EXAMPLE, *E-KIT	90	\$1.00	AMOXICILLIN-CLAVULANATE, 875-125MG, TAB	DOCTOR, SAMPLE
74591631	2/24/2025	EXAMPLE, *E-KIT	90	\$1.00	ASPIRIN CHEW, 81MG, TAB	DOCTOR, SAMPLE
74386588	2/10/2025	EXAMPLE, *E-KIT	90	\$1.00	AZITHROMYCIN, 250MG, TAB	DOCTOR, SAMPLE
74350051	2/4/2025	EXAMPLE, *E-KIT	236	\$1.00	BENZOYL PEROXIDE, 5%, LOT	DOCTOR, SAMPLE
74350051	2/10/2025	EXAMPLE, *E-KIT	177	\$1.00	BENZOYL PEROXIDE, 5%, LOT	DOCTOR, SAMPLE
74591615	2/10/2025	EXAMPLE, *E-KIT	60	\$1.00	CIPROFLOXACIN HCL, 500 MG, TAB	DOCTOR, SAMPLE
74579748	2/24/2025	EXAMPLE, *E-KIT	90	\$1.00	CLINDAMYCIN, 150MG, CAP	DOCTOR, SAMPLE
74650840	2/10/2025	EXAMPLE, *E-KIT	90	\$1.00	CLONIDINE HCL, 0.1MG, TAB	DOCTOR, SAMPLE
74288703	2/4/2025	EXAMPLE, *E-KIT	50	\$1.00	DIPHENHYDRAMINE HCL, 50MG/ML, INJ	DOCTOR, SAMPLE
74579761	2/24/2025	EXAMPLE, *E-KIT	60	\$1.00	DOCUSATE, 100MG, CAP	DOCTOR, SAMPLE
74704443	2/10/2025	EXAMPLE, *E-KIT	90	\$1.00	DOXYCYCLINE HYCLATE, 100MG, CAP	DOCTOR, SAMPLE
74796399	2/4/2025	EXAMPLE, *E-KIT	14	\$1.00	ERYTHROMYCIN, OP, OINT	DOCTOR, SAMPLE
74796399	2/20/2025	EXAMPLE, *E-KIT	17.5	\$1.00	ERYTHROMYCIN, OP, OINT	DOCTOR, SAMPLE
74579749	2/24/2025	EXAMPLE, *E-KIT	120	\$1.00	FOLIC ACID, 1MG, TAB	DOCTOR, SAMPLE
74579749	2/4/2025	EXAMPLE, *E-KIT	60	\$1.00	FOLIC ACID, 1MG, TAB	DOCTOR, SAMPLE
74268876	2/18/2025	EXAMPLE, *E-KIT	60	\$1.00	HYDROCHLOROTHIAZIDE, 12.5 MG, CAP	DOCTOR, SAMPLE
74416227	2/18/2025	EXAMPLE, *E-KIT	90	\$1.00	HYDROCHLOROTHIAZIDE, 25 MG, TAB	DOCTOR, SAMPLE
74310427	2/24/2025	EXAMPLE, *E-KIT	40	\$1.00	LANTUS, 100/ML, INJ	DOCTOR, SAMPLE
74507971	2/10/2025	EXAMPLE, *E-KIT	120	\$1.00	LORATADINE, 10 MG, TAB	DOCTOR, SAMPLE
74540157	2/18/2025	EXAMPLE, *E-KIT	180	\$1.00	LOSARTAN, 25MG, TAB	DOCTOR, SAMPLE
74540142	2/18/2025	EXAMPLE, *E-KIT	90	\$1.00	MAGNESIUM OXIDE, 400MG, TAB	DOCTOR, SAMPLE
74294218	2/10/2025	EXAMPLE, *E-KIT	90	\$1.00	METOPROLOL TARTRATE, 25MG, TAB	DOCTOR, SAMPLE
74362538	2/10/2025	EXAMPLE, *E-KIT	60	\$1.00	METRONIDAZOLE, 500MG, TAB	DOCTOR, SAMPLE
74310436	2/18/2025	EXAMPLE, *E-KIT	120	\$1.00	MULTIVITAMIN, , TAB	DOCTOR, SAMPLE
74310429	2/24/2025	EXAMPLE, *E-KIT	50	\$1.00	NEOMYCIN-POLYMYXIN-HC, 1% OTIC, SOL	DOCTOR, SAMPLE
74310429	2/10/2025	EXAMPLE, *E-KIT	60	\$1.00	NEOMYCIN-POLYMYXIN-HC, 1% OTIC, SOL	DOCTOR, SAMPLE
74529163	2/24/2025	EXAMPLE, *E-KIT	240	\$1.00	OLANZAPINE, 10MG, TAB	DOCTOR, SAMPLE
74310431	2/20/2025	EXAMPLE, *E-KIT	90	\$1.00	PREDNISONE, 10 MG, TAB	DOCTOR, SAMPLE
74603444	2/10/2025	EXAMPLE, *E-KIT	60	\$1.00	PROMETHAZINE HCL, 25 MG, TAB	DOCTOR, SAMPLE
74680966	2/18/2025	EXAMPLE, *E-KIT	120	\$1.00	SENNA, 8.6 MG, TAB	DOCTOR, SAMPLE
74825773	2/26/2025	EXAMPLE, *E-KIT	250	\$1.00	SILVER SULFADIAZINE, 1%, CRM	DOCTOR, SAMPLE
74416235	2/18/2025	EXAMPLE, *E-KIT	90	\$1.00	SULFAMETHOXAZOLE-TRIMETHOPRIM, 800-160, TAB	DOCTOR, SAMPLE
74670274	2/10/2025	EXAMPLE, *E-KIT	5	\$1.00	TENIVAC, 5-2 LFU, INJ	DOCTOR, SAMPLE
74350087	2/10/2025	EXAMPLE, *E-KIT	800	\$1.00	TRIAMCINOLONE ACETONIDE, 0.1 %, CREM	DOCTOR, SAMPLE
74350069	2/10/2025	EXAMPLE, *E-KIT	800	\$1.00	TRIAMCINOLONE TUBE, 0.1 %, OINT	DOCTOR, SAMPLE
EXAMPLE, *E-KIT Total				\$43.00		
Grand Total				\$43.00		

Facility	Patient Name	Order	Rx Number	New Or Refill	Drug	Order Requested By Institution	Order Filled By Pharmacy	Dispense Quantity	Order Scanned At Pharmacy	Order Received At Institution
FACILITY	PATIENT, TEST	7227436	74310436	REFILL	MULTIVITAMIN TAB	03/04/2025 17:51	03/05/2025 8:48	90.00	03/05/2025 12:16	
FACILITY	PATIENT, TEST		74579755	REFILL	OMEPRAZOLE 20MG CAP		03/04/2025 12:06	90.00	03/04/2025 14:04	
FACILITY	PATIENT, TEST		74603444	REFILL	PROMETHAZINE HCL 25		03/04/2025 12:05	90.00	03/04/2025 14:04	
FACILITY	PATIENT, TEST		74350087	REFILL	TRIAMCINOLONE		03/04/2025 12:05	480.00	03/04/2025 16:10	
FACILITY	PATIENT, TEST		74350069	REFILL	TRIAMCINOLONE TUBE		03/04/2025 12:06	480.00	03/04/2025 16:10	

eLinkRx User Guide



USER GUIDE



Please note that the eLinkRx User Guide is proprietary.
Please contact our team for additional information
regarding eLinkRx if needed.



Logging In:

- Every user has a unique Log-in ID
- Username will be the first letter of your first name + your last name
- Example : Betty Smith's username will be BSMITH 75
- Initially, your password will be set to "password". Upon entrance, your password will expire and you will have the ability to change it to what you prefer.

Keyboard Key Functions:

We recommended using the keys on your keyboard rather than the mouse. This will help you to avoid accidentally omitting information or skipping important fields. To help you properly navigate the software, the following key functions are provided:

Enter Key = Complete task and skip field

Tab = Skip to next field

Shift + Tab = Return to previous field

Arrow = Scroll and skip to next field

F1 = Open/Close Tree View

F2 = Search

F5 = Refresh

F7 = Return to previous screen

F8 = Exit the system

F9 = New

F10 = Edit

F11 = Change ID/password (New User)

Page Up/Page Down = Scroll by Page

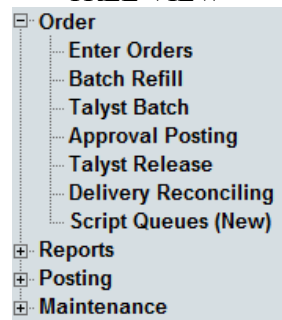
Ctrl + Tab = Next

Shift + Ctrl + Tab = Previous

HOT KEYS – Any letter or number that is underlined may be selected after pressing **Alt + the underlined letter/number**

MAIN SCREEN:

- TREE VIEW



■ Ability to create/customize shortcuts

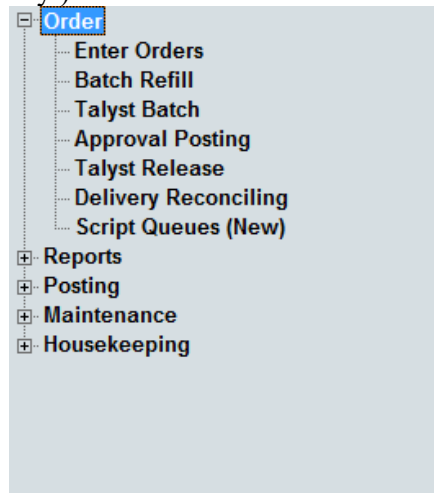
- Example: If you use "Enter Orders" frequently, click and drag to drop it into QuickView becomes a single button you can press.



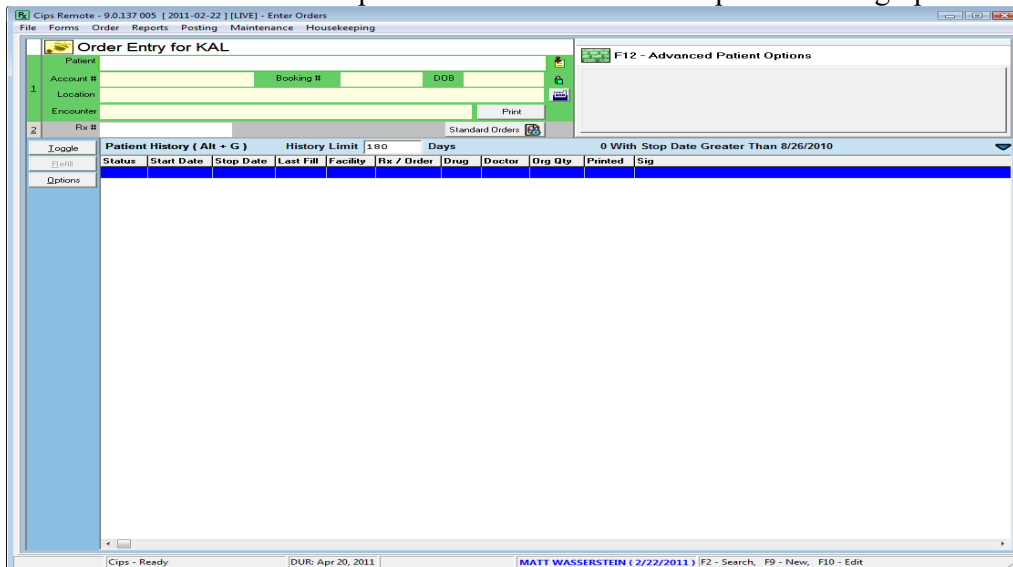
- To Delete shortcut – Right Click, Select Delete
- Can also use Windows Style at the Top to Navigate

Order Entry:

1. In the left panel, double-click on the *Order* option to expand the tree. (Note: If the Tree View is not visible, press the *F1* key.)



2. Double-click on the *Enter Orders* option. This window contains patient demographic Info.

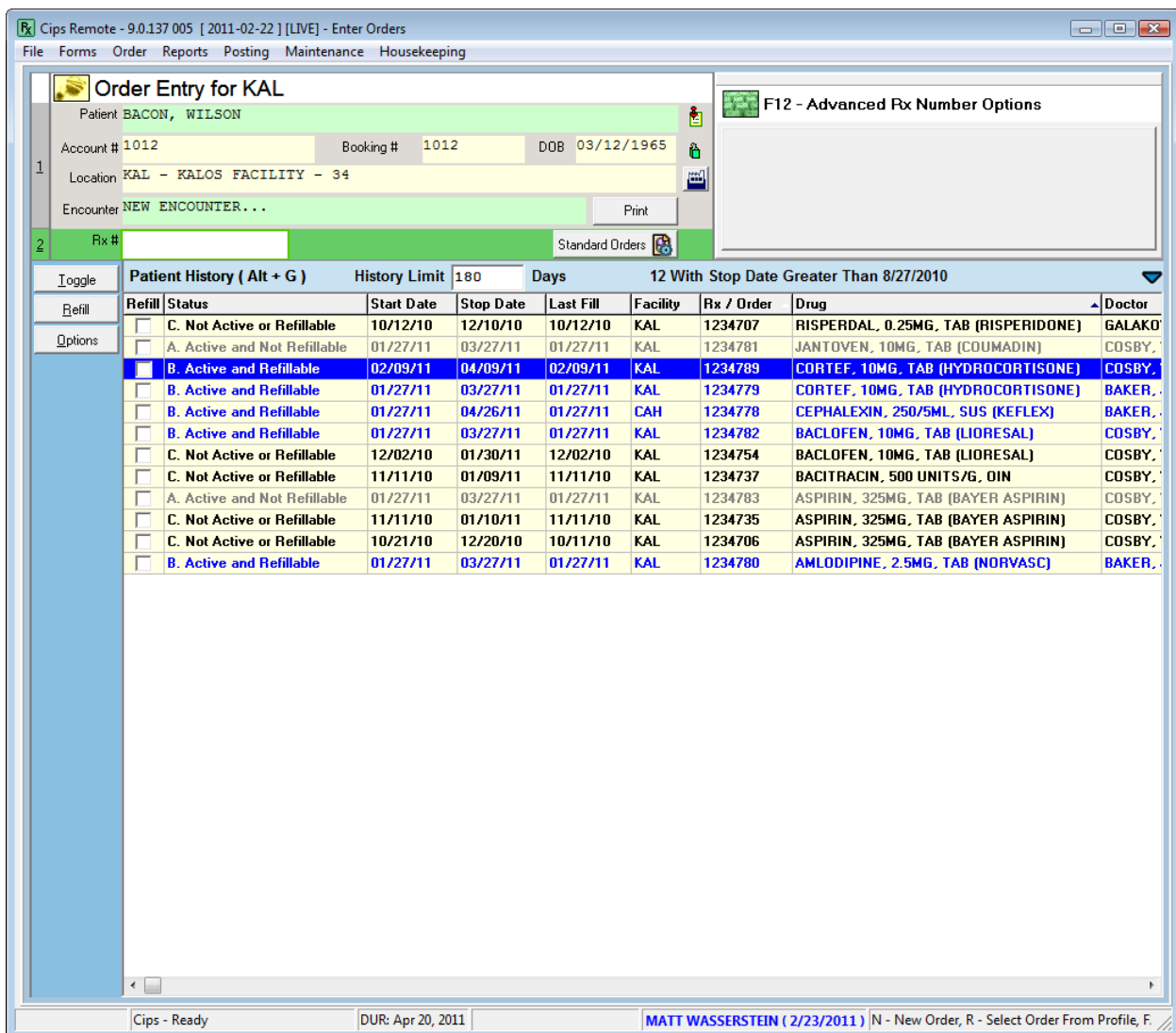


3. **Patient Demographics:** In the *Patient* field, press *Enter* to search for the patient’s name. The Patient Search window will appear. (Note: You may modify the window to search by Account Number, Internal ID, Booking Number, or Medical Number.)

4. In the Patient Search window, type the first few letters of the patient’s last name. Press *Enter*.



- a. If there is more than one patient with the same last name, verify by comparing other identifiers such as the Account Number and/or DOB before choosing the patient.
5. After the patient has been chosen, all demographic information in the order entry window should auto-populate and the cursor should skip to the *Rx* field. You will also see the Patient History list.
6. **Rx:** In the *Rx* field, press *Enter* to begin filling a new order.



Order Entry for KAL
 Patient: BACON, WILSON
 Account #: 1012 Booking #: 1012 DOB: 03/12/1965
 Location: KAL - KALOS FACILITY - 34
 Encounter: NEW ENCOUNTER... Print

2 Rx # Standard Orders

Patient History (Alt + G) History Limit: 180 Days: 12 With Stop Date Greater Than 8/27/2010

Refill	Status	Start Date	Stop Date	Last Fill	Facility	Rx / Order	Drug	Doctor
<input type="checkbox"/>	C. Not Active or Refillable	10/12/10	12/10/10	10/12/10	KAL	1234707	RISPERDAL, 0.25MG, TAB (RISPERIDONE)	GALAKO
<input type="checkbox"/>	A. Active and Not Refillable	01/27/11	03/27/11	01/27/11	KAL	1234781	JANTOVEN, 10MG, TAB (COUMADIN)	COSBY,
<input checked="" type="checkbox"/>	B. Active and Refillable	02/09/11	04/09/11	02/09/11	KAL	1234789	CORTEF, 10MG, TAB (HYDROCORTISONE)	COSBY,
<input type="checkbox"/>	B. Active and Refillable	01/27/11	03/27/11	01/27/11	KAL	1234779	CORTEF, 10MG, TAB (HYDROCORTISONE)	BAKER,
<input type="checkbox"/>	B. Active and Refillable	01/27/11	04/26/11	01/27/11	CAH	1234778	CEPHALEXIN, 250/5ML, SUS (KEFLEX)	BAKER,
<input type="checkbox"/>	B. Active and Refillable	01/27/11	03/27/11	01/27/11	KAL	1234782	BACLOFEN, 10MG, TAB (LIORESAL)	COSBY,
<input type="checkbox"/>	C. Not Active or Refillable	12/02/10	01/30/11	12/02/10	KAL	1234754	BACLOFEN, 10MG, TAB (LIORESAL)	COSBY,
<input type="checkbox"/>	C. Not Active or Refillable	11/11/10	01/09/11	11/11/10	KAL	1234737	BACITRACIN, 500 UNITS/G, OIN	COSBY,
<input type="checkbox"/>	A. Active and Not Refillable	01/27/11	03/27/11	01/27/11	KAL	1234783	ASPIRIN, 325MG, TAB (BAYER ASPIRIN)	COSBY,
<input type="checkbox"/>	C. Not Active or Refillable	11/11/10	01/10/11	11/11/10	KAL	1234735	ASPIRIN, 325MG, TAB (BAYER ASPIRIN)	COSBY,
<input type="checkbox"/>	C. Not Active or Refillable	10/21/10	12/20/10	10/11/10	KAL	1234706	ASPIRIN, 325MG, TAB (BAYER ASPIRIN)	COSBY,
<input type="checkbox"/>	B. Active and Refillable	01/27/11	03/27/11	01/27/11	KAL	1234780	AMLODIPINE, 2.5MG, TAB (NORVASC)	BAKER,

Cips - Ready DUR: Apr 20, 2011 MATT WASSERSTEIN (2/23/2011) N - New Order, R - Select Order From Profile, F

7. The cursor should now be in the *Drug* field. Press *Enter* or the *F2* key to begin a search for the correct medication.



8. In the Drug Search window, type the first few letters of the drug's name and press *Enter*. The drug list will appear.

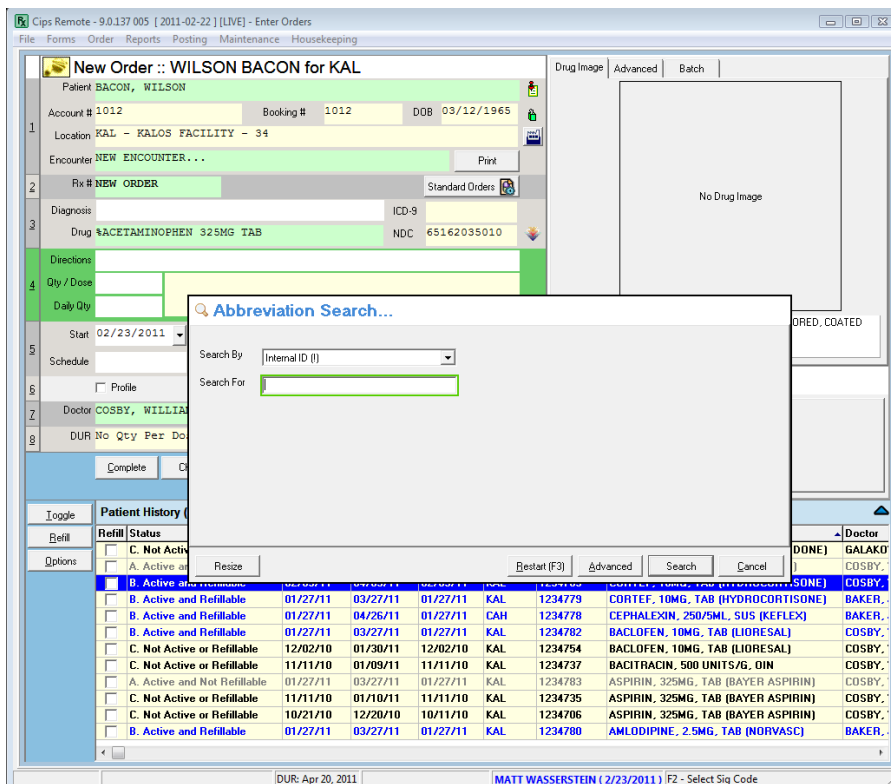
Drug Search...

	Name	Strength	Dosage	Pur Qty	Disp Qty	Formulary	Dormant	Generic	NDC
A	ABILIFY	15MG	TAB	100	None	Yes	Yes	Yes	5914E
B	ABILIFY	5MG	TAB	30	None	Yes	No	No	5914E
C	ABILIFY DISC MELT	15MG	TAB	30	None	Yes	Yes	No	5914E
D	ABILIFY123	10MG	TAB	100	None	Yes	Yes	Yes	5914E
E	ABILIFYTEST	10MG	TAB	30	None	Yes	Yes	Yes	5914E
F	ABREVA	10%	CRE	2	2	Yes	Yes	No	0076E
G	ACCOLATE	10MG	TAB	60	None	Yes	No	No	0031C
H	ACETAMINOPHEN	500MG	TAB	100	None	Yes	No	No	1013E
I	ACETAMINOPHEN	500MG	TAB	100	None	Yes	No	No	51111
J	ACETAMINOPHEN	500MG	TAB	1000	None	Yes	No	Yes	65162
K	ACETAMINOPHEN 120MG SUP			100	None	Yes	No	Yes	0024E

Buttons: Resize, Class, Options, Restart (F3), Advanced, Finish, Cancel

9. Use your arrow keys to scroll to the desired drug in the menu. Choose the desired drug and press *Enter*. If generic equivalents are available, choose the generic drug.

10. In the *Directions* field, press the *F2* key and then *ENTER* to search for appropriate directions as recognized by eLinkRx Platinum. (The directions are known as the "Sig.") You can also type a free-text Sig in the *Directions* field or type a short code that corresponds to the Sig you want.



Windows Title: Cips Remote - 9.0137.005 [2011-02-22] [LIVE] - Enter Orders

File Forms Order Reports Posting Maintenance Housekeeping

New Order :: WILSON BACON for KAL

Patient: BACON, WILSON

Account # 1012 Booking # 1012 DOB 03/12/1965

Location: KAL - KALOS FACILITY - 34

Encounter: NEW ENCOUNTER...

Rx # NEW ORDER Standard Orders

Diagnosis ICD-9

Drug ACETAMINOPHEN 325MG TAB NDC 65162035010

Directions

Qty / Dose

Daily Qty

Start 02/23/2011

Schedule

Profile

Doctor COSBY, WILLIAM

DUR No Qty Per Do

Complete

Toggle Patient History ()

Refill Status

Options

Abbreviation Search...

Search By Internal ID (I)

Search For

Buttons: Resize, Restart (F3), Advanced, Search, Cancel

Doctor: GALAKO, COSBY...

Buttons: DONE

DUR: Apr 20, 2011 MATT WASSERSTEIN (2/23/2011) F2 - Select Sig Code



11. After you have entered directions, the cursor will move to the next field; *Qty/Dose*.
12. If the Sig is recognized, the system will auto-calculate and apply the correct amount. If the amount is correct, press the *Enter* key to move on to the *Daily Qty* field.
13. Verify that the “Daily Qty” is correct and press *Enter*.

14. **“Start Date” and “Stop Date:”** If you enter the number of days being supplied, the system will automatically calculate the duration of the therapy and apply the correct dates to the calendar. You may also choose to enter a specific "Start" and "Stop" date and allows eLinkRx Platinum to calculate the "Days Supply." When you are finished, press *Enter*. This will move the cursor to the *Dispense As* drop-down field.

15. In the *Dispense As* field, use your arrow keys to choose an option and press *Enter* twice. (If you'd like to profile the med so it will be on the patient profile and not filled by the pharmacy, check the profile box in field 6.)

16. The cursor should now be in the *Doctor* field. Press the *F2* key to begin a search for the prescribing doctor's name.

17. When the search window appears, type the first few letters of the doctor's name and press *Enter*. You can also type in the first few letters of the doctor's last name from the *Doctor* field directly

🔍 Doctor Search...								
	DEA Number	State Number	Short Name	Last Name	First Name	Middle Name	City	State
A	DETY5152			CARPENTER	TAMARA	L		
B	AG5321543			COLBERT	EDWARD	A		
C	AE1123581			COSBY	WILLIAM			

18. Use your arrow keys to scroll to the prescribing doctor in the menu and press *Enter* to select The doctor's name.

19. The doctor name will appear in the *Doctor* Field. Press *Enter*.

20. Press *Enter* again to complete the order.



Possible Duplicate Therapy

The Possible Duplicate Therapy window will appear when the medication you are ordering has the same active ingredients as another active script. The existing script can be viewed in the window.

Possible Duplicate Therapy

Person **JANE CARTWRIGHT** Drug **ACYCLOVIR TAB**

Number **8465323** Number **62991100401** GPI **96424675002900**

Location **KAL - KALOS FACILITY -**

DC / Void
Refill
Continue
Log
Cancel

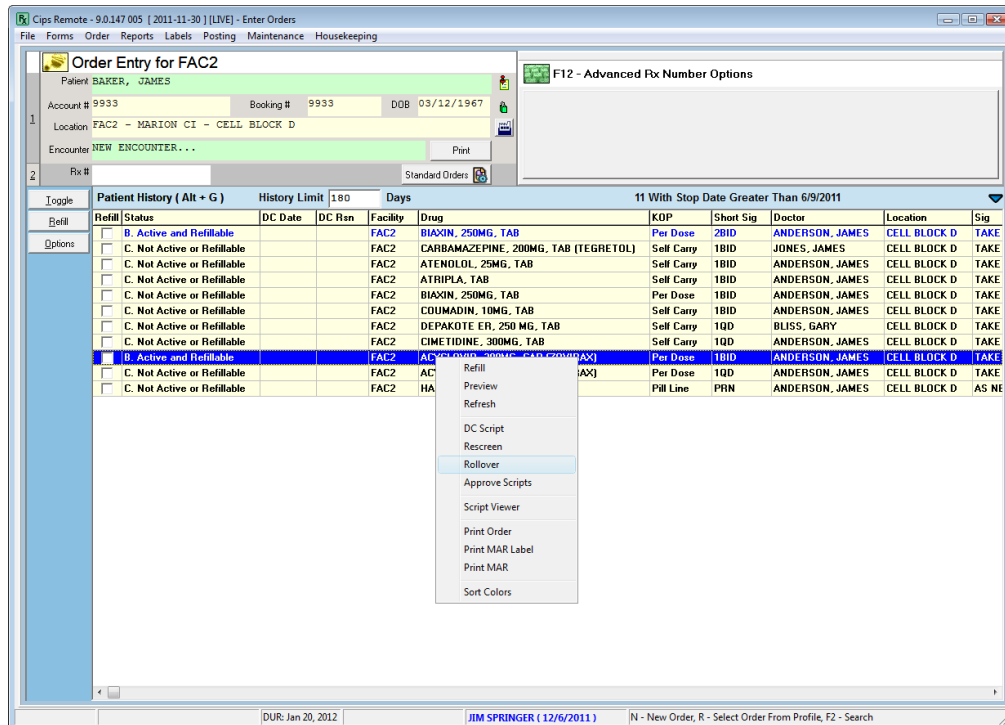
DC	Status	Start Date	Stop Date	Last Fill	Facility	Rx / Order	Drug	Doctor	Org Qty	Printed	Sig
<input type="checkbox"/>	B. Active and Refillable	03/26/10	06/23/10	03/26/10	KAL	1234664	ACYCLOVIR, TAB	COSBY, WILLIAM	60		TAKE ONE TABLET(S

- You will be given the option of refilling the older script (by clicking on the *Refill* button), continuing with the order you are already filling, or canceling the order.



Rollover Medication Order

- The “Rollover” function is a convenient way to reorder a medication that has been used in the past but is no longer active.
- **Tree View → Order → Enter Orders**
 - Select patient – find script you wish to roll over in Patient History list
 - Right-click on the script and select *Rollover*.



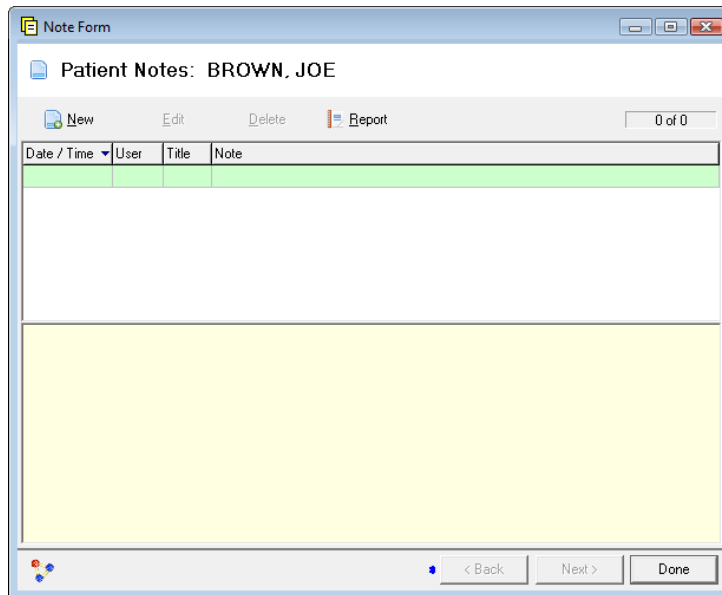
Refill	Status	DC Date	DC Ran	Facility	Drug	KOP	Short Sig	Doctor	Location	Sig
<input type="checkbox"/>	B. Active and Refillable			FAC2	BIAXIN, 250MG, TAB	Per Dose	2BID	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	CARBAMAZEPINE, 200MG, TAB (TEGRETOL)	Self Carry	1BID	JONES, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	ATENOLOL, 25MG, TAB	Self Carry	1BID	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	ATRIPLA, TAB	Self Carry	1BID	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	BIAXIN, 250MG, TAB	Per Dose	1BID	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	COUMADIN, 10MG, TAB	Self Carry	1BID	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	DEPAKOTE ER, 250 MG, TAB	Self Carry	1QD	BLISS, GARY	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	CIME TIDINE, 300MG, TAB	Self Carry	1QD	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	B. Active and Refillable			FAC2	AC [AX]	Per Dose	1QD	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	AC	Per Dose	1QD	ANDERSON, JAMES	CELL BLOCK D	TAKE
<input type="checkbox"/>	C. Not Active or Refillable			FAC2	HA	Pill Line	PRN	ANDERSON, JAMES	CELL BLOCK D	AS NE

- The Rollover screen will appear and the cursor will be in the Start field. Now you can change the Start and Stop dates for the order and any other fields. Complete the process as you would for a new order.
- Do Not rollover scripts that have not expired. If you must do this, make sure you send it as profile only.



Patient Notes

1. To post a message regarding the patient, click on the post-it icon with the thumbtack, next to the patient's name. The Note Form window will appear.



Date / Time	User	Title	Note

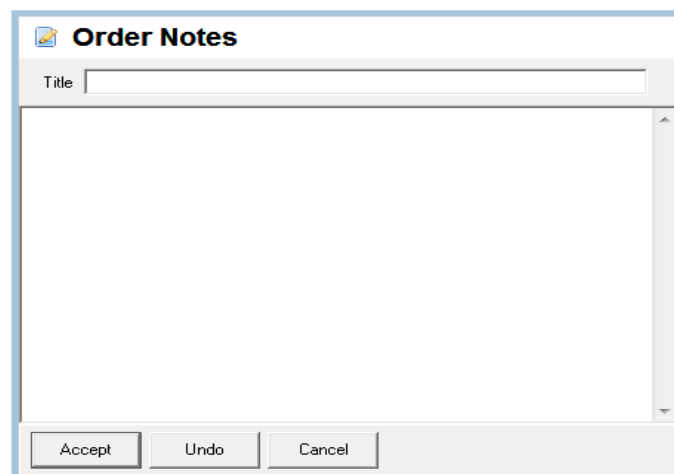
2. Click on the *New* button. When the next window appears, labeled “Note Setup,” enter the title of the message and then enter a brief description in the *Text* field.

3. Click *Finish* to complete the note. Then click *Done* on the Note Form window.

Order Notes

1. To post a note regarding the order, click on the post-it icon with the thumbtack, next to the *Qty.* field. The Order Notes window will appear.

2. Type the title of your note and a free-text description in the blank space below then Click *Accept*





Create New Patient / Edit Patient

1. To Create a New Patient you must go to the Enter Orders Screen and press F9. If you are editing a current patient...make sure the cursor is in the patient field and press F10.
2. **Bold Fields** are Required Information
3. Must select Location tab and Fill in Facility Name.
4. Remember to select Apply when completed.
5. If you are entering an ICE patient, USMS patient, or a patient with any other third party information see the special directions on the following page.

Release Patient(s)

Releasing an Individual Patient:

1. Go to Posting→Release Patient.... then search for the Patient.
2. Once you have selected the patient provide a DC Reason, press Next, and Finish.

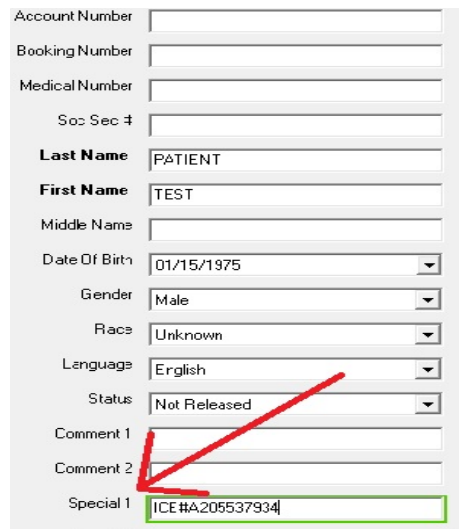
Releasing a Group of Patients:

1. Go to Posting→ Batch Patient Release
2. Enter your Facility Code
3. The Entire Roster will load.
4. Check the Boxes next to the patients you intend to release.
5. Select Process at the bottom Right of the screen to complete Release.



ADDING AN ICE OR US MARSHALL PATIENT

- There are 2 steps to adding an ICE or US Marshall Patient. This is important so we do not bill your facility.
- Place the number in Special Field 1 with the prefix **ICE#** or **USMS#** when adding the new patient.



Account Number

Booking Number

Medical Number

Soc Sec #

Last Name

First Name

Middle Name

Date Of Birth

Gender

Race

Language

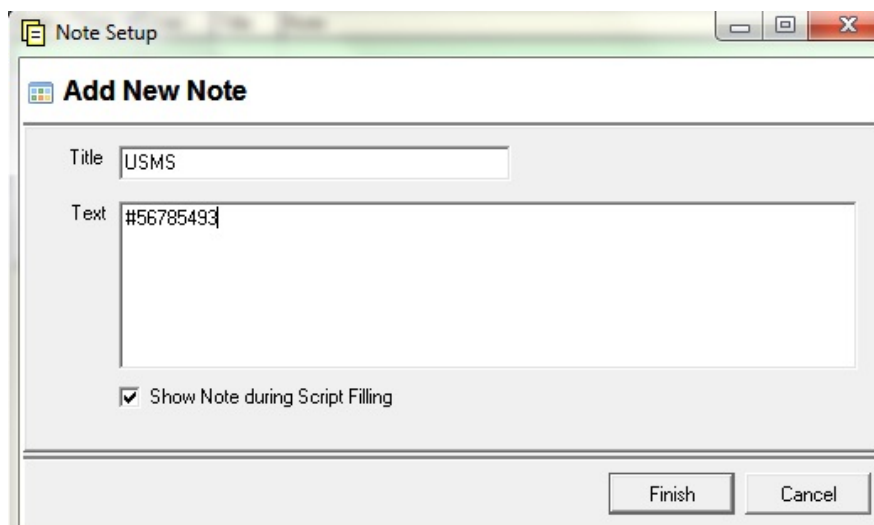
Status

Comment 1

Comment 2

Special 1

- Add a patient note with the title ICE or USMS followed by the number in the Text Field



Note Setup

Add New Note

Title

Text

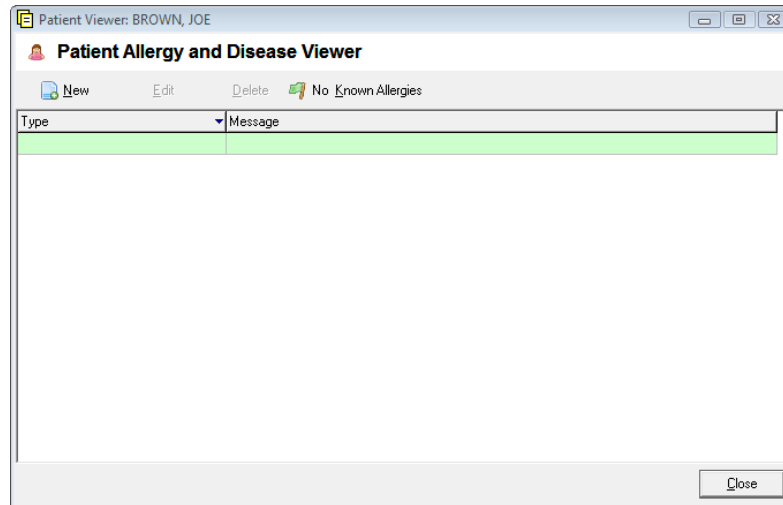
Show Note during Script Filling

Finish Cancel



Allergies

1. An allergy alert can be entered on all patients receiving medications. To view or add an allergy alert, click on the tissue box icon next to the patient's Date of Birth. The Patient Allergy and Disease Viewer window will appear.



If a patient does not have any known allergies, click the button with the green flag called “No Known Allergies.” To activate a new allergy or medical condition, click on the *New* button. Select from the applicable item menu and click *Save*.



Refill Existing Script

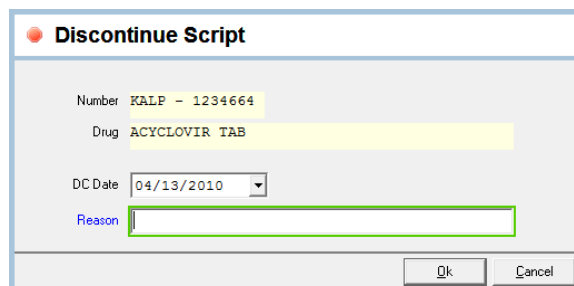
- Several ways to refill a script:
 - **If you know the Script Number**, -- Type it into the Rx # field and press *Enter*. The script information should populate on the Preview screen. The *Refill* button will be highlighted automatically. Press *Enter* to begin refilling the script on the Refill screen. Complete the regular filling process.
 - **If you do not know the Script Number** – then you can complete the refill process by selecting the patient and then double-clicking on the correct script in the Patient History list. After double-clicking on the script, you will be taken directly to the Refill screen. Complete the regular filling process.
 - **You can also click once on the script and then click the Refill button OR right-click on the script in the Patient History list and select Refill.**

Batch Refill Process

- Scan the scripts you want to refill OR type the script numbers into the Rx field and click Add (or press Enter)
- If the script can be refilled, it will appear in the “Ready to Refill” box.
- If the script cannot be refilled, it will appear in the “Unable to Refill” box. The reason that the script cannot be filled will be listed in the orange box at the bottom of the screen.
- When finished, Click *Process Refill*.
- Scripts that can’t be filled will remain in the “Unable to Refill” box. To print a list of these scripts, click the *Print Error Report* button at the top right-hand corner of the screen. The report will be displayed and can then be printed. The Script Order Report will show only those scripts that could NOT be refilled.
- **If you want to include the scripts that were sent for refill, the report must be run before the refills are processed.**

Discontinue Medication Order

- **Order**→**Enter Orders**→**Select Patient**
- Right-click on the script and select D/C Script.
- Enter or F2 = Reason Search Window. Press Enter again for a list of Reasons.



Discontinue Script

Number KALP - 1234664

Drug ACYCLOVIR TAB

DC Date 04/13/2010

Reason

Ok Cancel

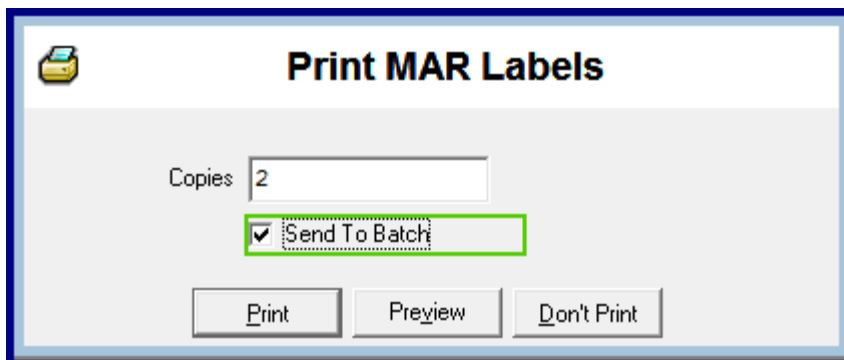


- Click Ok in Discontinue Script Window. Status changes to “Not Active or Refillable”

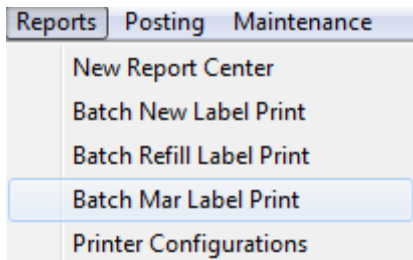
BATCH MAR LABEL PRINTING

After completing an order you have the option to print the MAR label or send it to batch.

Check the “Send to Batch” box.



To print off the labels that have been sent to the batch go to Reports→Batch MAR Label Print.



Enter your name under the User Field and then print.

DELIVERY RECONCILING

The Delivery Reconciling screen allows you to confirm a list of scripts that has been delivered to your location from the pharmacy.

1. Scan the barcode on one of the blister cards that came over in the delivery.
2. The delivery list will auto-populate
3. As you scan (or type) each script into the system, eLinkRx Platinum will check for discrepancies.



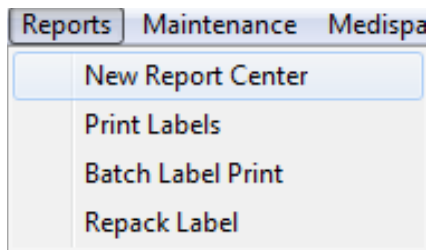
4. Select the Scan Complete Option at the top right of the screen. If you are missing anything in your order, the order will remain in the Not Scanned area. Notify the pharmacy if this occurs.

REPORTS

The reporting options available in eLinkRx Platinum offer a variety of uses. Although each report applies to a unique situation, the reports generally have the same format and can be run in similar ways. Below are instructions for general tasks involved in running reports.

Locating Reports

Reports can be found in the *New Report Center*, which is located under the *Reports* menu item. From this center, you can run a search to find the report you are looking for.

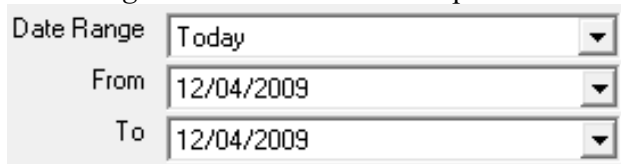


Choosing a Printer

Use the drop-down in the *Printer* field to select the correct printing location.

Setting the Date Range

The scripts that are shown in many of the reports will be drawn from a particular timeframe. Use the *Date Range* fields to select the time period that will be included.



The screenshot shows three dropdown menus for date selection. The first dropdown is labeled 'Date Range' and has 'Today' selected. The second dropdown is labeled 'From' and has '12/04/2009' selected. The third dropdown is labeled 'To' and has '12/04/2009' selected.

1. You can use the *Date Range* field to choose a standard timeframe such as "Today" or "Last Week." (Once you have made your selection, the *To* and *From* fields will automatically change to match your choice.)



Date Range	This Year
From	Next Month
To	This Month
	Last Month
	This Year
	Last Year
	Next 365 Days
	All
	Custom

2. You also have the option of changing the date range by adjusting the *From* and *To* fields. By doing this, you can choose a specific timeframe. Once these fields have been set, the *Date Range* field will read, "Custom."

Saving and Loading Forms

For reports that will be run many times with similar information, you may want to save your report settings for future use. Then you will be able to load your report settings to run the report again at a later date. To do this, follow the instructions below

Saving a Form

1. Create your report settings.
2. Click *Preview* to ensure that everything is displaying correctly. Click on the *Close* button to close the preview.
3. Click the *Save Form* button.
4. The Save Data Form window will open. Click *New*.
5. In the New Saved Record window, enter a title and (if desired) a short description.

New Saved Record

Title (Required)

Text

Private to User

6. When you are finished, click *Ok*.

Loading a Form

1. After opening the report screen, click on the *Load Form* button. The Load Data Form window will open.
2. Find the title of the report form that you saved to reuse.
3. Double-click on the correct option.
4. The report information will fill the correct fields throughout the screen.



Pressing *Reset* will remove all of the report information and return the report to its default settings.

Printing/Exporting Reports

1. Before printing a report, you can click the *Preview* button to view a copy of the report. When you have finished viewing the report preview, close the preview screen. Click *Print* to print a hard copy of the report.
2. Some reports can be exported to a specific location. To export a report file rather than simply printing a hard copy, you can select the correct location in the *Export File* field. When you have finished creating your report, click the *Export* button.

ABBREVIATION REPORT

The Abbreviation Report lists the preset short codes that can be used to create Sigs in the filling screen. These directions instruct patients on how medication should be taken. Short codes can be used to quickly and easily generate common Sigs. The Abbreviation Report allows you to view each of these Sigs along with their designated short codes.

MAR REPORT

Print MARS for patients or entire facility over the date range selected. More information available on following pages.

FACILITY REPORT

Print your barcode for delivery reconciling scanning. See **Delivery Reconciling** (p. 14)

ORDER LISTING

View the Orders placed and their status over the date range selected.

PATIENT PROFILE

The Patient Profile Report is a detailed report providing the Script Number, Patient Name, Sig, Facility, Rx Original Date, Rx Expiration Date, Doctor, Drug, Last Fill, Quantity Dispensed, and Last Fill Date for whatever date range you specify. The report can give this information for all patients or for a specific patient only.

REFILL DUE REPORT

The Refill Due Report shows the number of scripts that will be due for refill within the number of days you enter.



SCRIPT EXPIRATION REPORT

The Script Expiration Report shows a list of scripts that have expired or will expire within a selected time period.

SCRIPT REPORT

The Script Report allows you to produce reports for particular types of scripts. You can specify what type of scripts are to be included in your report. The range of options available allows you to produce reports that are general in nature or more specific.

MAR REPORT

- You can print MARS for an individual patient, a group of patients, or for all patients

PRINTING MARS ... for an INDIVIDUAL PATIENT

- Go to the patients profile → right click on any medication.

Status	Start Date	Stop Date	Last Fill	Facility
D. Active and Refillable	11/14/12	02/11/13	12/19/12	FAC
D. Active and Re		09/13	12/19/12	FAC
E. Not Active or		25/12	11/13/12	FAC
G. Profiled and F		10/13	12/19/12	FAC
I. Order Void		10/13		FAC
I. Order Void		11/12		FAC
J. Order Expired		02/13		FAC
J. Order Expired		11/12		FAC

Refill
Preview
Refresh
DC Script
Rescreen
Rollover
Script Viewer
Print Order
Print MAR Label
Print MAR
Sort Colors

...for an INDIVIDUAL PATIENT or GROUP OF PATIENTS



- **Option 2-** Go to the Report Center → MAR Report
 1. Select the Date Range of the MAR
 2. Type in the first few letters of the patients' last name in the Patients Field.

Region	<input type="text"/>
Facilities	<input type="text"/>
Patients	<input type="text"/>



3. Patient Search Box – Select the patient. Press Enter or Select Finish.
4. Patient Batch Search Box – If you would like to add another patient. Select Add. If you are done, Select Close.
5. After adding group of patients it will appear in the Patients field as List.



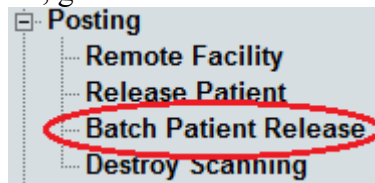
6.  Preview
7.  Print

PRINTING MARS

...for NEXT MONTH / ENTIRE FACILITY

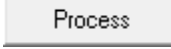
STEP 1 – RELEASE PATIENTS

1. Make sure you have released all of the patients that need to be released.
2. To do this, go to POSTING → BATCH PATIENT RELEASE



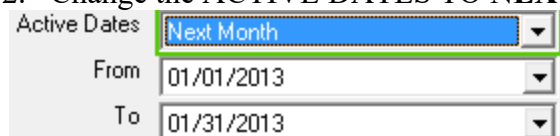
- Check the boxes next to the names of the released patients.

Release	Patient Name
<input type="checkbox"/>	██████████ KEANE
<input type="checkbox"/>	██████████ AMY ██████████
<input type="checkbox"/>	██████████ EVERETT ██████████
<input checked="" type="checkbox"/>	██████████ REGINA ██████████
<input checked="" type="checkbox"/>	██████████ KYLE ██████████
<input checked="" type="checkbox"/>	██████████ JOSEPH ██████████
<input type="checkbox"/>	██████████ ANTONIO ██████████
<input type="checkbox"/>	██████████ JEFFERY
<input type="checkbox"/>	██████████ SARAH
<input type="checkbox"/>	██████████ KIMBERLY

- Then Click 

Step 2 – PRINT MARS

1. Go to your **MAR REPORT** in the **NEW REPORT CENTER**
2. Change the **ACTIVE DATES TO NEXT MONTH**





3. Add your facility

Facilities

Type in your facility code. Press Enter→FINISH→CLOSE

MAKE SURE TO PREVIEW BEFORE YOU PRINT!

