



# STATE OF NEW YORK DEPARTMENT OF HEALTH

Corning Tower The Governor Nelson A. Rockefeller Empire State Plaza Albany, NY 12237

Antonia C. Novello, M.D., M.P.H., Dr. P.H.  
*Commissioner*

Dennis P. Whalen  
*Executive Deputy Commissioner*

Dear Practitioner:

Prescription fraud is an increasing problem that drives up healthcare costs and poses a threat to the safety of all New York State citizens. Prescription medications obtained through fraudulent means end up on the street or in the home medicine cabinets of unsuspecting patients.

To combat this serious health care crisis, a new law will dramatically reduce the amount of drugs being diverted from legitimate medical use by preventing alterations, forgeries, and counterfeiting of your prescriptions. The new law takes full effect on April 19, 2006, when all prescriptions written in New York—for both controlled and non-controlled substances—must be issued on an Official Prescription form.

To order and receive your official prescriptions free of charge, all practitioners must first register with the Department of Health by completing and returning the enclosed registration form. To ensure a smooth transition to the new law, practitioners are strongly urged to register as soon as possible and begin using official prescriptions now for all their prescribing.

Registered practitioners are also urged to set up a Health Provider Network (HPN) account and order their official prescriptions online by visiting our web site at: <https://commerce.health.state.ny.us/pub> (please note the “s” at the end of http). Ordering Official Prescriptions online is more efficient and allows you to obtain greater quantities than orders placed manually. Through an HPN account, you can also customize your prescriptions to include up to twenty practitioners and up to four different addresses. Exclusively through the HPN account, official prescription paper will be available for practitioners who employ an electronic medical record system to print prescriptions by computer in their offices.

We urge you to promptly register with us using the enclosed registration application so that you can begin receiving your official prescriptions free of charge. A question and answer sheet is also included to inform you about the new law. Should you have any questions regarding the new law, please call our toll-free number at 1-866-772-4683.

Thank you for your cooperation in helping New York State fight prescription fraud.

Sincerely,

A handwritten signature in cursive script that reads "Antonia C. Novello M.D. M.P.H. Dr. P.H."

Antonia C. Novello, M.D., M.P.H., Dr. P.H.  
Commissioner of Health



**NEW YORK STATE DEPARTMENT OF HEALTH  
OFFICIAL PRESCRIPTION PROGRAM  
ORDER FORM**

- Complete items 1-6. Incomplete forms may result in the delay of your order. Prescription pads come in books of 100. Maximum order of books is 20 per order form.
- To receive Official Prescriptions free of charge, you must also fill out a Registration Form. Once you are registered, you may order your Official Prescriptions free of charge.
- Forward Order Form to:  
**Official Prescription Program**  
**6125 Industrial Blvd.**  
**P.O. Box 1130**  
**Toccoa, GA 30577**
- If you have questions, call 1-866-772-4683.

1. NYS License #   -

2. DRUG ENFORCEMENT ADMINISTRATION (DEA) #  
  
  -

**DEA Registered Address** - Prescriptions can only be printed and shipped to the address printed on your Drug Enforcement Administration (DEA) Registration.

Name \_\_\_\_\_

DEA Registered Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number (    ) -    -

3. Number of Books    (100 scripts per book, 20 books per order max)

4. Specialty Code (Physician's Only)

By my signature, I certify that I am registered with the DEA and that a current order of the Commissioner of Health revoking or canceling use of such forms has not been served to me.

5. Signature \_\_\_\_\_ 6. Date \_\_\_\_/\_\_\_\_/\_\_\_\_

DOH-250(4/05)

**PHYSICIAN'S SPECIALITY LISTS**

Please identify the specialty most closely describing your practice and enter the three digit code on the prescription order form in the space provided. If you are unable to identify your practice with one of the specialties listed, please enter Code 600 and identify in writing on the form the nature of your practice.

ALLERGY	010	PATHOLOGY (Medical Microbiology)	139
ANESTHESIOLOGY	020	PATHOLOGY (Neuropathology)	141
COLON AND RECTAL SURGERY	030	PATHOLOGY (Pathologic Anatomy)	142
DERMATOLOGY	040	PATHOLOGY (Dermalopathology)	143
DERMATOPATHOLOGY	041	PATHOLOGY (Anatomical & clinical)	146
FAMILY PRACTICE	050	PATHOLOGY (Radiosotopic)	148
MEDICINE	060	PEDIATRICS	150
MEDICINE (Cardiovasc. Disease)	061	PEDIATRIC CARDIOLOGY	151
MEDICINE (Medical Oncology)	062	PEDIATRIC HEMATOLOGY ONCOLOGY	152
MEDICINE (Endocrinology)	063	PEDIATRIC NEPHROLOGY	153
MEDICINE (Gastroenterology)	064	NEONATAL - PERINATAL MEDICINE	154
MEDICINE (Hematology)	065	PEDIATRIC ENDOCRINOLOGY	155
MEDICINE (Infectious Disease)	066	PHYSICAL MEDICINE & REHABILITATION	160
MEDICINE (Nephrology)	067	PLASTIC SURGERY	170
MEDICINE (Pulmonary Disease)	068	PREVENTIVE MEDICINE (Aerospace)	181
MEDICINE (Rheumatology)	069	PREVENTIVE MEDICINE (General)	182
NEUROLOGICAL SURGERY	070	PREVENTIVE MEDICINE (Occupational)	183
NUCLEAR MEDICINE	080	PREVENTIVE MEDICINE (Public Health)	184
OBSTETRICS & GYNECOLOGY	090	PSYCHIATRY & NEUROLOGY (Child Psych)	191
OBSTETRICS & GYNECOLOGY (Gynecologic Oncology)	091	PSYCHIATRY & NEUROLOGY (Psychiatry)	192
OBSTETRICS & GYNECOLOGY (Maternal - Fetal Medicine)	092	PSYCHIATRY & NEUROLOGY (Neurology with Special Competence in Child Neurology)	193
OBSTETRICS & GYNECOLOGY (Reproductive Endocrinology)	093	PSYCHIATRY & NEUROLOGY (Neurology)	194
OPHTHALMOLOGY	100	PSYCHIATRY & NEUROLOGY	195
ORTHOPEDIC SURGERY	110	PSYCHIATRY & NEUROLOGY (Unspecified)	196
OTOLARYNGOLOGY	120	RADIOLOGY - ALL	200
PATHOLOGY (Unspecified)	130	RADIOLOGY (Diagnostic)	201
PATHOLOGY (Blood Banking)	131	RADIOLOGY (Diagnostic with Special Competence in Nuclear Radiology)	202
PATHOLOGY (Clinical Pathology)	135	RADIOLOGY (Therapeutic)	203
PATHOLOGY (Forensic Pathology)	136	RADIOLOGY (Radiological Physics - All)	204
PATHOLOGY (Hematology)	137	RADIOLOGY (Therapeutic Radiological Physics)	205
PATHOLOGY (Chem. Pathology)	138	RADIOLOGY (Diagnostic Radiological Physics)	206
RADIOLOGY (Radiological Physics - Unspecified)	209	RADIOLOGY (Medical Nuclear Physics)	207
SURGERY	210	RADIOLOGY (Unspecified)	208
SURGERY (Pediatric)	211	OTHER (Please specify on form)	600
THORACIC SURGERY	220		
UROLOGY	230		
EMERGENCY MEDICINE	250		

**CHANGE OF ADDRESS**

Do not send in this order until you have proof of an address change from the Drug Enforcement Administration. DEA is located at:

DEA, 99 10<sup>TH</sup> Avenue, New York, NY 10011. Attn: Registration Unit  
(Or call 800-882-9539)

Return proof of address along with your Order Form and we will process your official prescription order.

## *Questions and Answers for Practitioners Regarding the New Official Prescription Program*

- Q. What new law has recently been passed that affects how practitioners write prescriptions for their patients?**
- A. A new Section 21 of the Public Health Law requires that by April 19, 2006, all prescriptions (both for controlled substances and non-controlled substances) written in New York State be issued on an official New York State prescription form, the same form that was previously required for prescribing Schedule II and Benzodiazepine controlled substances.  
**By April 19, 2006, all practitioners must be registered to receive official prescriptions.**
- Q. What is the purpose of the new law?**
- A. The new law will combat the growing problem of prescription fraud. Official prescriptions contain security features specifically designed to prevent alterations and forgeries that divert drugs for sale on the black market. Some of these contaminated drugs end up in patients' medicine cabinets. By preventing fraudulent claims, the law will also save New York's Medicaid program and private insurers many millions of dollars every year.
- Q. Does the law change the way practitioners issue prescriptions?**
- A. It is important to note that the law makes no changes in the way practitioners issue prescriptions.  
**Practitioners will still prescribe for their patients in the same manner.** Only the prescription form itself will change.
- Q. Does the law change the way patients get their prescriptions filled?**
- A. No. Pharmacies will still fill prescriptions and maintain prescription records for patients as they always have.
- Q. When does the new law go into effect?**
- A. It is important to note that an official prescription continues to be required for prescribing schedule II and benzodiazepine controlled substances. To give the medical community adequate time to convert to the new forms, **there will be a transition period in which both an official prescription or a practitioner's current prescription blank may be used to prescribe all other medications.** After April 19, 2006, all written prescriptions must be issued on the Official Prescription form.
- Q. How will practitioners obtain their official prescriptions for prescribing?**
- A. A practitioner must first register with the Department of Health. The Department will provide official prescriptions to registered practitioners free of charge. Practitioners will be issued individualized official prescriptions preprinted with their practice information. In the near future, the forms will also be issued to group practices and to hospitals, nursing homes, and other healthcare facilities for use by staff practitioners.

- Q. What procedure must practitioners follow to register to receive their official prescriptions?**
- A. In phases, all practitioners will be mailed informational materials and an application for registration, which also will be issued without fee. You are urged to complete and submit the application promptly. Once registered, you will be given specific details on how to easily order official prescriptions by mail, telephone, or internet. They will be mailed to an appropriate address listed on your registration. **By April 19, 2006, all practitioners must be registered to receive official prescriptions.**
- Q. Are practitioners who currently purchase official prescriptions by mail for prescribing schedule II and benzodiazepine controlled substances also required to register?**
- A. Yes. These practitioners will be the first to be sent applications for registration. Once these practitioners have registered, they will be provided with their prescriptions free of charge.
- Q. What is the best way for registered practitioners to order official prescriptions?**
- A. The Department has developed a secure Internet web site for this purpose. It is the fastest and easiest way to order official prescriptions. Ordering over the Internet will offer the convenience of imprinting official prescriptions with multiple practice addresses and the names of practitioners in group practices. It will also allow a practitioner to designate an alternate who is authorized to order official prescriptions on his or her behalf.
- Q. How must official prescriptions be secured?**
- A. Practitioners should safeguard their official prescriptions against loss, theft, or unauthorized use. It is important to note that official prescriptions issued to group practices or multiple offices are not required to be stored in a central location. **Practitioners may store and use the prescriptions issued to them at any location where they practice.**
- Q. Are practitioners licensed in other states required to prescribe on an official prescription for their patients living in New York?**
- A. No. Out-of-state practitioners may prescribe on their own personal prescription blank. If the prescriptions contain all information required by law, New York pharmacies will be allowed to fill them in the same manner as official prescriptions.
- Q. Is electronic prescribing still allowed under the new law?**
- A. Yes. A practitioner may still transmit a prescription for a non-controlled medication to a pharmacy by secure electronic means. Electronic prescribing of controlled substances is not yet permissible and will be contingent upon federal and New York State regulations. The new law encourages practitioners to convert to electronic prescribing, which reduces medication errors and does not require the use of an official prescription. For medical practices that utilize an electronic medical records system to generate prescriptions in their offices, the Department has future plans to provide official prescriptions forms designed for computer printers.

**Q. Will the Department of Health collect data from official prescriptions?**

A. The new law requires pharmacies to submit data only from prescriptions dispensed for all controlled substances. The Department will monitor this data to protect practitioners from drug seekers.

**Q. How will the monitoring of official prescription data protect practitioners from drug seekers?**

A. The new law allows the Department to notify practitioners when analyses of official prescription data indicate that their patients are obtaining controlled substances from multiple sources, an illegal and dangerous activity known as ‘doctor shopping’. **‘Doctor Shopper’ programs in other states enjoy overwhelming support from their medical communities and have reduced this drug-seeking activity by as much as 65%.** The Department is in the process of establishing this new program.

**Q. Whom can practitioners contact with questions about the new law and official prescriptions?**

A. A Help Desk is readily available at 1-866-772-4683 to answer your questions and provide information about how to register and order your official prescriptions.