



MyChart Prescription Refill Request

Save a phone call and request a refill on your medication directly from MyChart. The message is sent to your physician's staff to be processed and sent to the pharmacy.

1. Select **Medications** from the top menu.
2. Select Request Refills button or use the Request Refill option on an individual medication.
 - a. Use the Go to Manage My Pharmacies link to update your preferred pharmacies.

The screenshot shows the MyChart interface for a medication. At the top, there is a navigation bar with icons for 'Your Menu', 'Visits', 'Messages', 'Test Results', and 'Medications'. Below this is a 'Medications' header with a printer icon. A warning message states: 'Please review your medications and verify that the list is up to date. Call 911 if you have an emergency. Need to update your list of pharmacies? Go to Manage My Pharmacies.' A blue button labeled 'REQUEST REFILLS' is visible. The main content area shows details for 'atorvastatin 10 mg tablet', including its common name 'Lipitor', instructions to 'Take 1 tablet by mouth at bedtime', and a warning: 'You have another medication with the same name.' Below this, it indicates 'No refills remaining'. A table provides details: Prescription Details (Prescribed January 13, 2020, Approved by Family Medicine Physician, MD), Refill Details (Quantity 1 tablet), and Pharmacy Details (KINNEY DRUGS INC. #42, 21 NYS ROUTE 12, ALEXANDRIA BAY NY 13607, 315-482-6270). At the bottom of the medication card are 'Request Refill' and 'Remove' buttons.

3. For the selected refill designate the pharmacy preference for this refill and click **Next**.

The screenshot shows the 'Pharmacy' selection screen. It prompts the user to 'Please choose how you would like to receive your refills and enter any comments'. Under 'Selected Refills', the medication 'atorvastatin 10 mg tablet' (Lipitor) is listed with an '+ Add comments' link. The 'Delivery Method' is set to 'Pick up at a pharmacy'. Under 'Pharmacy Info', a dropdown menu shows 'KROGER DELTA 642' selected. Below the dropdown, it says 'Hours: Not available'. At the bottom are three buttons: 'BACK', 'NEXT', and 'CANCEL'.

4. Review the details of your refill request and click **Submit**.

You will receive a message in your MyChart Inbox when your prescription refill is processed.