

**JENNIFER MANIACI SERRENTINO, MD  
DIPLOMATE, AMERICAN BOARD OF PSYCHIATRY AND NEUROLOGY  
414 MAIN STREET, SUITE 203A  
PORT JEFFERSON, NY 11777  
631-704-5348**

**Office Medication and Refill Policy**

**Please remember that it is your responsibility to monitor your medication usage and to plan for your monthly follow up visits if you need refills. Dr. Serrentino does not consider it an emergency if you run out of medication because of a cancelled or missed follow up visit. If you arrive at the office without an appointment expecting to be seen for a refill, an appointment will be scheduled for you, and you will be asked to return at that time. It is against office policy to *call-in, mail, or leave for pick-up*, a prescription for a controlled substance under any circumstance. Please plan your monthly follow up visits accordingly, taking holidays, weekends, and other non-clinic days into consideration.**

**Please note the following office hours:**

**Mondays 8am-8pm**

**Wednesdays 8am-8pm**

**Please schedule your appointments accordingly. Please note that Dr. Serrentino is available via telephone for urgent clinical matters and questions regarding medications or their side effects on non-office days. Routine matters should be handled within your scheduled appointment time.**

**I have read and understand the information above. I agree to the responsibilities and the terms of my treatment as outlined above. Thank you.**

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**Patient Name Signed and Printed**

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**Date**