

iPledge made easy Checklist

(females of childbearing potential)

Step 1: Register

- Our office will register you with the iPledge Program today.

Enter Date

Mark Complete

Step 2: Lock Out Period

- You will be “locked out” for 31 days.
- During your 31 day waiting period, you will receive your ID and Password via e-mail or in the mail.
- Contact iPledge (866-495-0654) if you do not receive your ID & Password.

UserID: _____ Password: _____

- You may log on to <http://www.ipledgeprogram.com> to confirm your access only.

Step 3: Lab Work

- After 31 days and while on your period (days 1-5), have your labs done.
 - To be completed on or after _____ (month/day/year)
 - If your cycle is irregular, you may do your labs any time after the 31 days.
 - Labs must be **fasting** (no food or drink except water for 8 hours prior).
 - Bring the lab slip that you were given at your appointment.

Step 4: Expect a Call

- Expect a call from our office within 3 days of having your labs drawn.
- **Important:** If you have not heard from our office within 3 days, please call.
 - If you do not call, you could be locked out again.

Step 5: Log On to iPledge and Pick Up Prescription

- Once you have spoken to our office, log on and answer the iPledge questions.
- 2 contraceptives entered by patient and prescriber must always match.

Primary: _____ Secondary: _____

- Pick Up your Prescription.
 - Bring your yellow card to the pharmacy which is in your iPledge book.
 - **You have exactly 7 days from the lab test date to pick-up your prescription.**
 - If this is missed, you will not get your medication. The FDA allows no exceptions.
 - You will then be “locked out” and a urine pregnancy test at our office will be necessary.

Step 6: Follow Up Visits

- Schedule your follow up visit.
- You must see your physician every 30 days, with completed labs. No refill prescriptions are sent without a follow-up visit.
- Make sure our staff “**confirms**” you on iPledge **before** you leave the exam room at each visit.
- Do your labs 2-3 days prior to your appointment; remember to fast.

Please stop ALL topical acne medications, oral antibiotics, and acne cleansers. It is very important to stop any tetracycline-based antibiotics such as minocycline and doxycycline as these can have a negative interaction with isotretinoin.

