

Opioid and Pain Management in Pharmacies Program: Summary of Key Steps

Step 1: Recruiting & Onboarding Patients *(target of 10 patients per pharmacy)*

- Use the [Patient Recruitment Materials](#) to help you recruit potential patients for the study (e.g., bag stuffers, a poster, FAQs, etc.).
- Use the [verbal consent](#) script to collect consent from interested patients first.
- Then use the [Patient Eligibility Questionnaire](#) to determine eligibility to participate.
- Assign a unique patient participant ID: Last 4 digits of the pharmacy phone number followed by a numerical number to represent the patient (e.g., 1455-1)
- Document the patient participant ID in your pharmacy's Participant ID Generator List document.
- Document that verbal consent was obtained from the participant in your pharmacy's Verbal Consent Log.
- Please contact the research team if you feel that you can recruit more than 10 patients by emailing opmpp@opatoday.com.

Step 2: Initial Consult

- Appointments can be done in person or virtually.
- Complete the [OPMPP Initial Patient Consult Worksheet](#).
- Complete the [Primary Care Provider Notification](#) (only required if you need to communicate with the patient's primary care provider after completing the initial consult).

Step 3: Patient Satisfaction Survey

- Ask your patient to complete the Patient Satisfaction Survey after each OPMPP service.
- The survey can be completed by the patient online ([weblink](#) or [QR code](#)) or via [paper version](#).

Step 4: Outcome Measures Survey

- Complete the [Outcome Measures Survey](#) after each OPMPP service.
- Wait until after hearing back from the prescriber (if recommendations were made) before completing this survey.
- **Deadline:** all outcome measures surveys should be submitted by **Sep 13, 2024**.

Step 5: Follow-up *(Up to 2 follow-up consultations if applicable)*

- Book the follow-up for the initial consult or previous follow-up (suggest 4-6 weeks from last discussion but may be earlier/later at the pharmacists discretion).
- Complete the [OPMPP Follow-up Patient Consult Worksheet](#).
- Complete the [Primary Care Provider Notification](#) if you need to communicate with the patient's primary care provider after completing the follow-up consult.
- Repeat steps 3 and 4.

Step 6 Pharmacist Satisfaction Survey *(starting Sept 16, 2024)*

- Complete the [Pharmacist Satisfaction Survey](#) at the end of the study.
- **Deadline:** the pharmacist satisfaction survey should be submitted by **Oct 14, 2024**.

Step 7: Professional Service Fees *(after Sept 13, 2024)*

- Complete the invoice template on the [OPMPP website](#) at the end of the study.
- Email your invoice for all completed professional services (initial consult and follow-up consult(s)) to opmpp@opatoday.com.