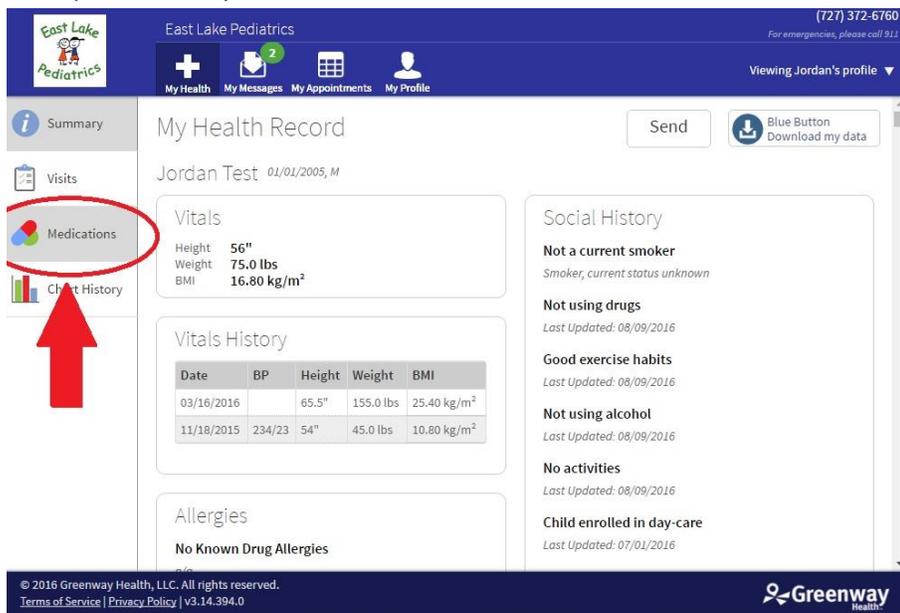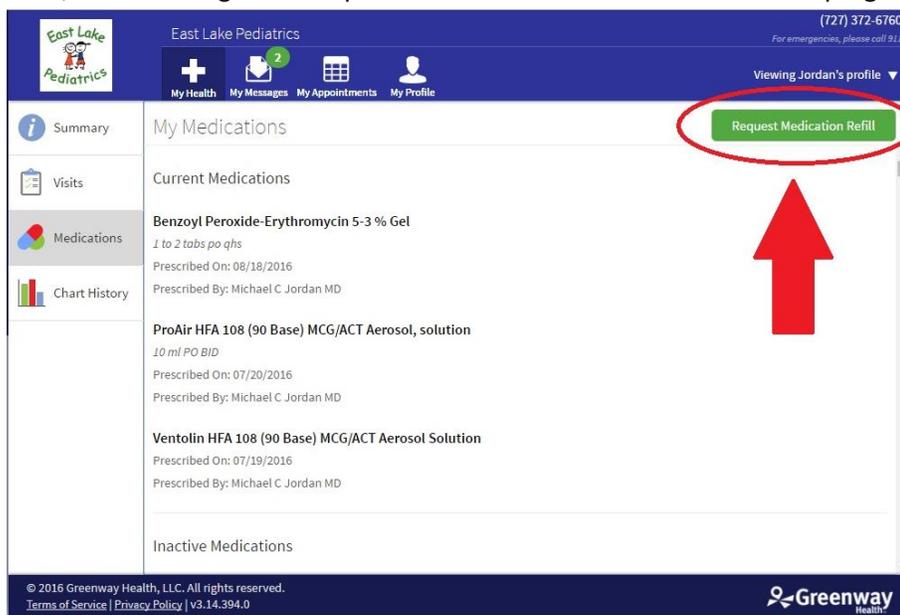# Medication Refill Instructions

To properly route your child's medication refill on East Lake Pediatrics' patient portal, MyHealthrecord.com, please follow these instructions:

1. Sign in to MyHealthRecord.com
2. If you have more than one child assigned to your account, choose the child for which you would like to make a refill request.
3. Read, review and accept the disclaimers if you have not already done so.
4. Once you have accepted the disclaimer (or if you have previously already accepted it) you will land on your child's "Home Page".
5. Click on the Medications tab circled below to get to the list of medications that your child has been prescribed by East Lake Pediatrics.


6. Next, click on the green "Request Medication Refill" button on the top right corner of the page.

7. Once on the Refill request page, select the medication you would like to have refilled. Then, use the scroll bar on the right (if necessary) to select the pharmacy you would like the medication to go to. Only pharmacies that we have sent this child's medications to in the past will display.
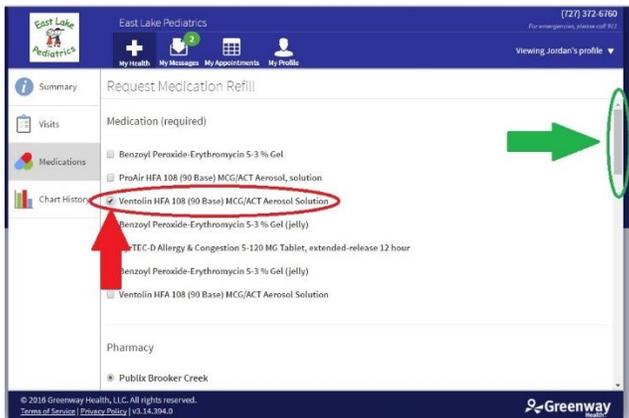
8. After you select your pharmacy, you can include a short message in the space at the bottom of the page including requesting a different pharmacy. Please include the phone number of the new pharmacy when requesting a change. Finally hit the submit button in the bottom right corner.
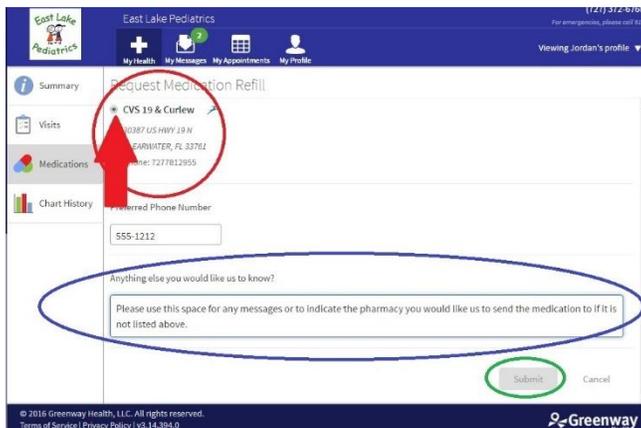
9. After you hit submit you will get a confirmation screen. Within 3 business days, you will receive an email (to your regular, non-secure email account on file) indicating that you have received a secure message that you may now access on the portal. This secure message will confirm that the prescription has been sent to the pharmacy. Again, please allow 3 business days for this process to be completed.