

Sanofi-Aventis Employees:

- Sign up for our program using the *Patient Profile* form and *Notice of Privacy Practices* form.
- White's Pharmacy accepts all insurance and copay may be charged to a credit card noted on the patient profile form. Employee(s) may also pay with a check, credit card or cash upon delivery.
- Employees wishing to transfer medications from another Pharmacy to White's Pharmacy can fill out our *Transfer of Medication Form*. We will then contact the former Pharmacy and transfer any/all prescription(s), including refills to White's Pharmacy. Employees can also call White's Pharmacy asking to have prescriptions forwarded.
- For your convenience, we offer a full line of *personal care products* and *over the counter medications*. To add any of these products to your order, please call us at 973-292-1166.
- Employees using or planning to use The Aetna Rx Home Delivery Program must contact them a P.O. Box 417019, Kansas City, Missouri, or by phone at 1-866-612-2362 or by fax a 1-800-416-9264, as we can not fill 90 day prescriptions.
- Pharmacy deliveries are made Monday-Friday at 2:00PM to 55 Corporate Drive White's Pharmacy driver will remain there till 3:00PM. If medications are not picked up during that time they will be returned to the pharmacy and delivered again the next day.
- For confidentiality, all orders will be delivered in sealed outer bags with only the employees name. If employees are not available to pick up their orders, they may send a representative to pick up orders for them. The representative must sign for the order. If order is not picked up it will be returned to the Pharmacy and delivered at the following delivery.
- Deliveries will be made at 2:00PM Monday-Friday and White's Pharmacy delivery person will remain on site till 3:00PM.

Once an employee registers for White's Pharmacy Concierge Service, he/she can choose any of the following options to submit an order:

- Fax prescription(s) or other order to White's Pharmacy Fax at 973-292-0140 by 11:00AM to be delivered to Sanofi-Aventis that same day at 2:00PM. The original prescription(s) shall be given to the White's Pharmacy delivery person by the employee receiving their order.
- Original Prescription(s) or other orders can be dropped off by employee(s) when White's Pharmacy delivery person is at Sanofi-Aventis. Those orders will then be filled by White's Pharmacy and delivered to Sanofi-Aventis at the next scheduled delivery.
- Employee(s) can have their Doctor fax orders to 973-292-0140, or call in orders directly to White's Pharmacy at 973-292-1166 anytime. (24 hour order line)
- Orders may also be emailed to White's Pharmacy at RPF@whitesrx.com at anytime.
- Refills may be ordered by phone, fax or email.

NOTE: For more information or to consult with a White's Pharmacist, please call the Pharmacy at 973-29-1166 and ask to speak to the Pharmacist in Charge.