PRO ACT
PHARMACY BENEFIT MANAGEMENT

How to:

Enroll in the Auto-Refill Program

Step-by-Step Guide

At ProAct Pharmacy Services, we want to make your life easier. With our Auto-Refill Program, you won't have to worry about requesting refills. We can schedule your prescription medications to be automatically filled and shipped right to your door!

How Does It Work?

You select the prescriptions to enroll, we take care of the rest, your prescription medication will be automatically filled and shipped to you prior to running out of your current supply. Getting started is easy!

Set or adjust your Auto-Refill Settings online in the member portal any time.
www.proactrx.com

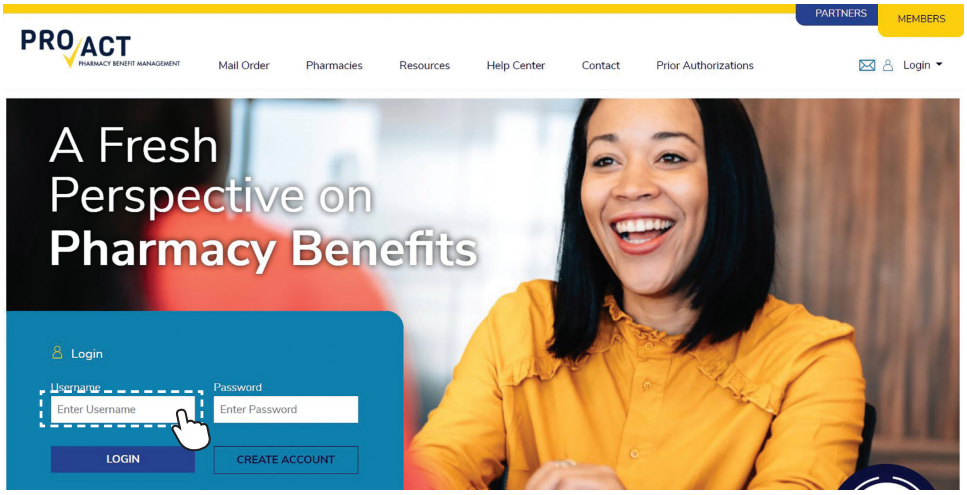
Call our 24/7/365 Help Desk at
1-866-287-9885.

Mail completed form to:
ProAct Pharmacy Services, 1226 US Highway 11, Gouverneur, NY 13642

This will begin the process, for applicable prescriptions, when approximately 15% of your current prescription is remaining. If you have a prescription that is enrolled in Auto-Refill, but there are no refills remaining, our system will automatically send a refill renewal request to you.

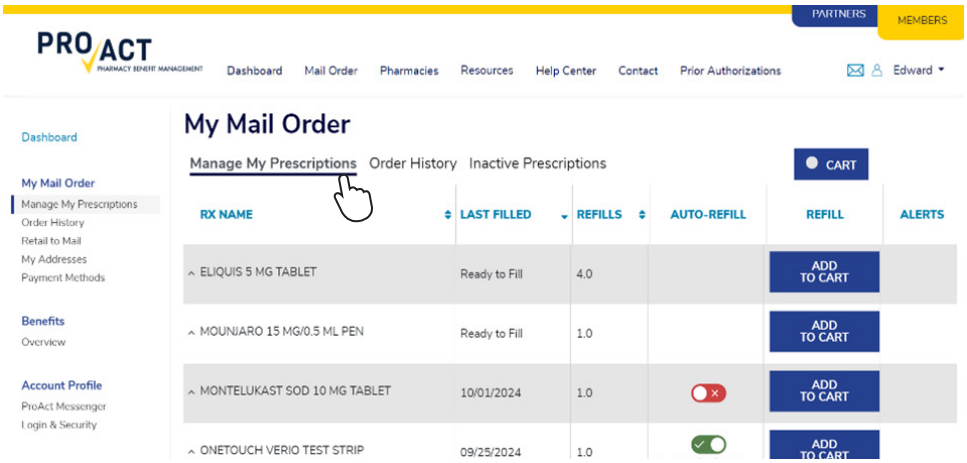
STEP 1: LOGIN

Visit **www.proactrx.com** and log into your account.



STEP 2: MANAGE

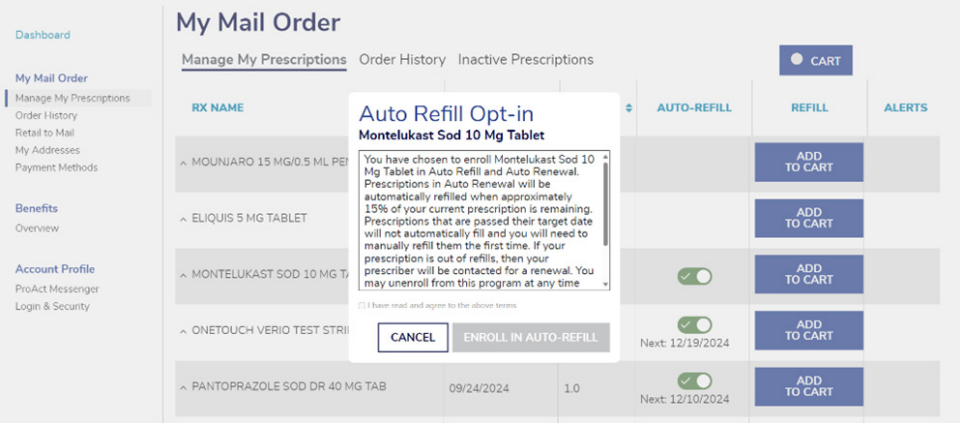
Click on the **MANAGE MY PRESCRIPTIONS** section located on the left hand side of your screen.



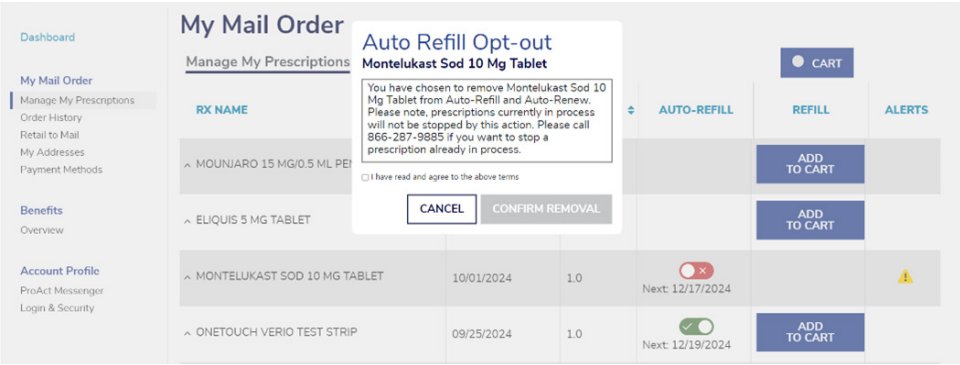
STEP 3: OPT IN

Use the slider under **AUTO-REFILL** to opt in any medications into the automatic refill program.

! You will be prompted to read and agree to the Terms and Conditions. Once completed click **ENROLL IN AUTO-REFILL**.



If at anytime you would like to un-enroll medications from the Auto-Refill Program, it is as easy as moving the slider for the medication you would like to un-enroll. You will be prompted to review the required terms and select the box confirming you have read and agree to the terms.



Frequently Asked Questions:

What if my prescription changes?

Please notify ProAct Pharmacy Services of any changes to any enrolled prescriptions such as dose, directions, or discontinuation of a product to ensure obsolete orders are not automatically filled and shipped. Pharmacy regulations prohibit the return of delivered prescription medications.

What if I have an oversupply?

Don't worry! This can happen. If you'd like to temporarily remove your prescription from the program, visit **www.proactrx.com** and turn off auto-refills under **MANAGE MY PRESCRIPTIONS**. Then, you can decide when you want to order your next refill.

You may opt out of Auto-Refill at any time by managing your Auto-Refill Settings or by calling **1-866-287-9885**.

! Please note, some prescriptions, including controlled substances, are excluded from Auto-Refill.