Use MyChart to transfer maintenance medications from a health system pharmacy to The University of Kansas Health System Southlake Retail Pharmacy by May 31, 2024.

Starting June 1, 2024, all maintenance medications must be delivered from the health system pharmacy to your preferred address (not a work address) or they **will not** be covered by the health plan. If you're picking up your maintenance medications at a health system pharmacy, take these steps in MyChart to switch to delivery. **Delivery is free** through **Southlake** Retail Pharmacy.

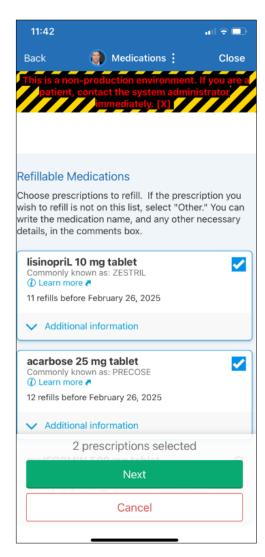
Mobile instructions

1. Access the medications menu.



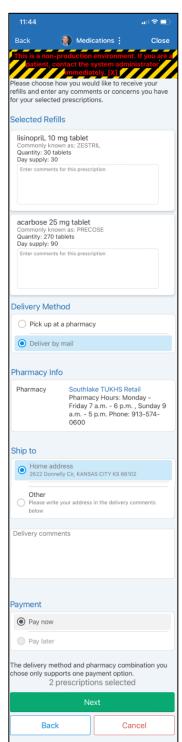
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2. Tap Request refills and select all eligible medications.



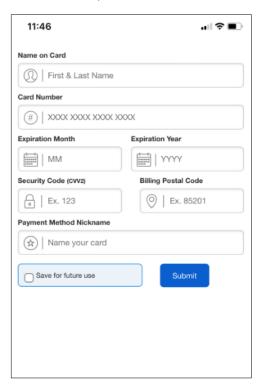
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3. Select the Deliver by mail option and ensure the Pharmacy Info along with Ship to information is valid. Note Pay now is the only available option with mailing.



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4. Enter payment details and submit. This will feed the credit card information into MyChart. To save time, click the checkbox to Save for future use.



5. Continue to process the order.