

Electronic Prescribing of Controlled Substances (EPCS)

Incident Report Form

If you have noticed suspicious activity related to EPCS in the ChartMaker® Clinical audit trail or automated logs, use this form to report the incident to your vendor, STI Computer Services, Inc, and the DEA.

NOTE: Per federal regulations, the Daily Incident Report should be reviewed within 1 business day of receiving it and the Monthly Drug Log should be reviewed within 7 calendar days.

Practice Name: _____

Incident Submission Date: _____

Description of the Incident(s):

From the log produced by ChartMaker® Medical Suite, document the following information regarding this incident:

Date/Time of Incident	Action	Outcome	Username	Full Name

Please fax this form and a copy of the log to STI Computer Services, Inc. at **610-650-9272** with the subject of **Attn: EPCS Incident Form**. The Daily Incident Report can be saved by clicking "Save as Text" and the Monthly Drug Log can be saved by clicking "Export".

**** THIS FORM ONLY NOTIFIES STI COMPUTER SERVICES OF THE INCIDENT.
YOUR PRACTICE MUST ALSO CONTACT THE DEA. ****