

# Clinic Day Scheduling

## BOTOX<sup>®</sup> for appropriate patients



### Indications

#### Bladder Dysfunction:

##### *Overactive Bladder*

BOTOX<sup>®</sup> for injection is indicated for the treatment of overactive bladder with symptoms of urge urinary incontinence, urgency, and frequency, in adults who have an inadequate response to or are intolerant of an anticholinergic medication.

##### *Detrusor Overactivity Associated With a Neurologic Condition*

BOTOX<sup>®</sup> is indicated for the treatment of urinary incontinence due to detrusor overactivity associated with a neurologic condition (eg, SCI, MS) in adults who have an inadequate response to or are intolerant of an anticholinergic medication.

#### Chronic Migraine

BOTOX<sup>®</sup> is indicated for the prophylaxis of headaches in adult patients with Chronic Migraine ( $\geq 15$  days per month with headache lasting 4 hours a day or longer).

#### Limitations of Use

Safety and effectiveness have not been established for the prophylaxis of episodic migraine (14 headache days or fewer per month) in 7 placebo-controlled studies.

#### Adult Spasticity:

##### *Adult Upper Limb Spasticity*

BOTOX<sup>®</sup> is indicated for the treatment of upper limb spasticity in adult patients to decrease the severity of increased muscle tone in elbow, wrist, finger, and thumb flexors (biceps, flexor carpi radialis, flexor carpi ulnaris, flexor digitorum profundus, flexor digitorum sublimis, adductor pollicis, and flexor pollicis longus).

##### *Adult Lower Limb Spasticity*

BOTOX<sup>®</sup> is indicated for the treatment of lower limb spasticity in adult patients to decrease the severity of increased muscle tone in ankle and toe flexors (gastrocnemius, soleus, tibialis posterior, flexor hallucis longus, and flexor digitorum longus).

#### Limitations of Use

Safety and effectiveness of BOTOX<sup>®</sup> have not been established for the treatment of other upper or lower limb muscle groups. BOTOX<sup>®</sup> has not been shown to improve upper extremity functional abilities, or range of motion at a joint affected by a fixed contracture.

### IMPORTANT SAFETY INFORMATION, INCLUDING BOXED WARNING

#### **WARNING: DISTANT SPREAD OF TOXIN EFFECT**

Postmarketing reports indicate that the effects of BOTOX<sup>®</sup> and all botulinum toxin products may spread from the area of injection to produce symptoms consistent with botulinum toxin effects. These may include asthenia, generalized muscle weakness, diplopia, ptosis, dysphagia, dysphonia, dysarthria, urinary incontinence, and breathing difficulties. These symptoms have been reported hours to weeks after injection. Swallowing and breathing difficulties can be life threatening, and there have been reports of death. The risk of symptoms is probably greatest in children treated for spasticity, but symptoms can also occur in adults treated for spasticity and other conditions, particularly in those patients who have an underlying condition that would predispose them to these symptoms. In unapproved uses and in approved indications, cases of spread of effect have been reported at doses comparable to those used to treat Cervical Dystonia and spasticity and at lower doses.

Please see additional Indications and Important Safety Information on following pages.

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## Clinic day scheduling

Having a structured approach to scheduling BOTOX<sup>®</sup> patients may help additional BOTOX<sup>®</sup> patients gain access to treatment. One such approach to consider is clinic day scheduling, which refers to the grouping of a specific type of patients, such as BOTOX<sup>®</sup> patients for therapeutic indications Chronic Migraine, Adult Upper Limb Spasticity (stiffness of the elbow, wrist, fingers, and thumb), and Cervical Dystonia, who are seen during one block of time.

The rationale behind this methodology is that it may be more efficient to group patients who are likely to require similar evaluation and treatment, allowing the physician and the entire team to have the same “mindset” when treating these patients, helping to deliver consistent patient education, streamlining processes, and helping to provide an enhanced patient experience. The practice needs to consider the most effective method of patient scheduling that will work best in the office. The following are considerations for dedicated BOTOX<sup>®</sup> clinic scheduling:

1. Evaluate the current volume of patients to determine the viability of grouping similar patients together during a clinic session.
2. Assess the average time required per injection visit to determine how many patients can be scheduled during a given block of time. Remember to include time for the assessment, patient education, and any other tasks that must be completed as part of the visit.
3. Identify appropriate blocks of time on the physician’s schedule for clinic days. Consider what days and times work best for the provider as well as the staff. The frequency of the injection clinic days should be determined based upon practice needs and the number of patients being treated. For example, some practices may choose to have weekly injection clinics, while others will have sessions on a monthly basis.

### Indications (continued)

#### Pediatric Spasticity:

##### *Pediatric Upper Limb Spasticity*

BOTOX<sup>®</sup> is indicated for the treatment of upper limb spasticity in pediatric patients 2 to 17 years of age.

##### *Pediatric Lower Limb Spasticity, Excluding Spasticity Caused by Cerebral Palsy*

BOTOX<sup>®</sup> is indicated for the treatment of lower limb spasticity in pediatric patients 2 to 17 years of age, excluding spasticity caused by cerebral palsy.

#### Cervical Dystonia

BOTOX<sup>®</sup> is indicated for the treatment of adults with Cervical Dystonia to reduce the severity of abnormal head position and neck pain associated with Cervical Dystonia.

**4.** Establish BOTOX<sup>®</sup> clinic day processes, including staff roles and responsibilities for:

<b>Patient Check-In</b>	<ul style="list-style-type: none"> <li>• Verify demographics and insurance information</li> <li>• Collect patient out-of-pocket responsibilities</li> </ul>
<b>Patient Intake</b>	<ul style="list-style-type: none"> <li>• Review and verify patient information</li> <li>• Complete patient history and physical examination</li> </ul>
<b>Informed Consent Protocols</b>	<ul style="list-style-type: none"> <li>• Provide treatment risk/benefits</li> <li>• Complete informed consent forms</li> </ul>
<b>BOTOX<sup>®</sup> Reconstitution</b>	<ul style="list-style-type: none"> <li>• Responsible party to oversee</li> <li>• Consider when to reconstitute and the amount of time required</li> </ul>
<b>Room Preparation, Set-Up, and Turnover</b>	<ul style="list-style-type: none"> <li>• Ensure appropriate equipment and supplies are available</li> <li>• Responsibility for restocking supplies</li> </ul>
<b>Patient Check-Out</b>	<ul style="list-style-type: none"> <li>• Schedule next injection appointment</li> <li>• Review charge sheet for accuracy</li> </ul>

- 5.** Per the physician's direction, utilize practice staff (physician assistants, nurse practitioners, medical assistants, etc) to assist with the BOTOX<sup>®</sup> treatment process. Consider how staff should assist with clinic day processes to help enhance the patient experience by promoting a quality provider-patient interaction.
- 6.** Conduct regular training to ensure all staff members are educated on BOTOX<sup>®</sup> clinic day processes as well as roles and responsibilities.
- 7.** Assess and modify the clinic day schedules on a regular basis to promote BOTOX<sup>®</sup> patient access to care and a positive BOTOX<sup>®</sup> patient experience.

**Indications (continued)**

**Blepharospasm and Strabismus**

BOTOX<sup>®</sup> is indicated for the treatment of Strabismus and Blepharospasm associated with dystonia, including benign essential blepharospasm or VII nerve disorders in patients 12 years of age and older.

**Primary Axillary Hyperhidrosis**

BOTOX<sup>®</sup> is indicated for the treatment of severe primary axillary hyperhidrosis that is inadequately managed with topical agents.

**Please see additional Indications and Important Safety Information on following pages.**

## Clinic day scheduling implementation plan

This template is designed to guide the implementation of considerations for clinic day scheduling of BOTOX<sup>®</sup> as a treatment option for appropriate patients within the practice. This implementation plan is intended to be modified and customized as needed, per provider direction.

CONSIDERATIONS	METHOD	RESPONSIBLE PARTY	COMPLETION DATE
1. Evaluate current volume of BOTOX <sup>®</sup> patients to determine viability of clinic day scheduling.			
2. Determine how many BOTOX <sup>®</sup> patients can be scheduled during a given block of time by assessing the average time per treatment session/visit. Consider allocation time for new patients (first injection) vs repeat injections.			
3. Identify appropriate time blocks on the schedule for clinic days.			
4. Establish clinic day protocols including staff roles and responsibilities.			
5. Utilize practice staff, as appropriate, to assist with patient flow.			
6. Establish a timeline to conduct regular staff training.			
7. Assess the clinic day schedules on a regular basis, and modify as needed.			

### Indications (continued)

#### Limitations of Use

The safety and effectiveness of BOTOX<sup>®</sup> for hyperhidrosis in other body areas have not been established. Weakness of hand muscles and blepharoptosis may occur in patients who receive BOTOX<sup>®</sup> for palmar hyperhidrosis and facial hyperhidrosis, respectively. Patients should be evaluated for potential causes of secondary hyperhidrosis (eg, hyperthyroidism) to avoid symptomatic treatment of hyperhidrosis without the diagnosis and/or treatment of the underlying disease.

Safety and effectiveness of BOTOX<sup>®</sup> have not been established for the treatment of axillary hyperhidrosis in pediatric patients under age 18.

Please see additional Important Safety Information on following pages.

## Alternative BOTOX<sup>®</sup> scheduling implementation plan

CONSIDERATIONS	METHOD	RESPONSIBLE PARTY	COMPLETION DATE

**IMPORTANT SAFETY INFORMATION (continued)**  
**CONTRAINDICATIONS**

BOTOX<sup>®</sup> is contraindicated in the presence of infection at the proposed injection site(s) and in patients who are hypersensitive to any botulinum toxin product or to any of the components in the formulation.

BOTOX<sup>®</sup> is contraindicated for intradetrusor injection in patients with a urinary tract infection; or in patients with urinary retention or post-void residual (PVR) urine volume > 200 mL who are not routinely performing clean intermittent self-catheterization (CIC).

**Please see additional Important Safety Information on following pages.**





















**IMPORTANT SAFETY INFORMATION (continued)****ADVERSE REACTIONS (continued)****Pediatric Lower Limb Spasticity**

The most frequently reported adverse reactions following injection of BOTOX<sup>®</sup> in pediatric lower limb spasticity include injection-site erythema, injection-site pain, oropharyngeal pain, ligament sprain, skin abrasion, and decreased appetite.

**Cervical Dystonia**

The most frequently reported adverse reactions following injection of BOTOX<sup>®</sup> for Cervical Dystonia include dysphagia (19%), upper respiratory infection (12%), neck pain (11%), and headache (11%).

**Blepharospasm**

The most frequently reported adverse reactions following injection of BOTOX<sup>®</sup> for Blepharospasm include ptosis (21%), superficial punctate keratitis (6%), and eye dryness (6%).

**Strabismus**

The most frequently reported adverse events following injection of BOTOX<sup>®</sup> for Strabismus include ptosis (15.7%) and vertical deviation (16.9%).

**Primary Axillary Hyperhidrosis**

The most frequently reported adverse events (3%-10% of adult patients) following injection of BOTOX<sup>®</sup> for severe primary axillary hyperhidrosis in double-blind studies include injection-site pain and hemorrhage, nonaxillary sweating, infection, pharyngitis, flu syndrome, headache, fever, neck or back pain, pruritus, and anxiety.

**Postmarketing Experience**

Adverse reactions that have been identified during postapproval use of BOTOX<sup>®</sup> are discussed in greater detail in Postmarketing Experience (Section 6.3 of the Prescribing Information).

There have been spontaneous reports of death, sometimes associated with dysphagia, pneumonia, and/or other significant debility or anaphylaxis, after treatment with botulinum toxin. There have also been reports of adverse events involving the cardiovascular system, including arrhythmia and myocardial infarction, some with fatal outcomes. Some of these patients had risk factors including cardiovascular disease. The exact relationship of these events to the botulinum toxin injection has not been established.

**DRUG INTERACTIONS**

Co-administration of BOTOX<sup>®</sup> and other agents interfering with neuromuscular transmission (eg, aminoglycosides, curare-like compounds) should only be performed with caution as the effect of the toxin may be potentiated. Use of anticholinergic drugs after administration of BOTOX<sup>®</sup> may potentiate systemic anticholinergic effects. The effect of administering different botulinum neurotoxin products at the same time or within several months of each other is unknown. Excessive neuromuscular weakness may be exacerbated by administration of another botulinum toxin prior to the resolution of the effects of a previously administered botulinum toxin. Excessive weakness may also be exaggerated by administration of a muscle relaxant before or after administration of BOTOX<sup>®</sup>.

**For more information on BOTOX<sup>®</sup>, please see the accompanying full [Prescribing Information](#), including [Boxed Warning](#) and [Medication Guide](#).**