

SUNY Upstate University Hospital  
Medical Staff Services

HAND STAMP REQUEST

The New York State Education Law requires that all prescriptions must carry the stamped or imprinted name of the prescriber who signs the prescription. Local pharmacies as well as University Hospital's Outpatient Pharmacy will reject any prescriptions that are not imprinted.

Hand stamps can be used in paper medical records to improve legibility, as well.

Therefore, if you would like to order one, one hand stamp will be provided free of charge to you.

Please legibly *PRINT* your name in the manner you sign your prescriptions (i.e.: If your legal signature is John Q. Smith, print your name the same below, but if you sign legal documents as J. Quincy Smith, please print this name below). Please also specify MD, DO, MBBS, MBChB, MBBA, NP, PA, CRNA, CNM, PhD, or other title earned, as appropriate.

Please remember that these stamps are a LEGAL signature.

\_\_\_\_\_  
Printed name with title

\_\_\_\_\_  
Residents/Fellows: please provide Post-Graduate Program & Program Coordinator's name (your stamp will be mailed to this person)

OR

\_\_\_\_\_  
Medical Staff/Advance Practice Providers: please provide an inter-office address for delivery once your stamp arrives

Optional information (you may select up to one):

NPI number \_\_\_\_\_

DEA number \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone Number

*Please note: Hand stamps can take six to eight weeks after order to arrive.*

To request a hand stamp, complete this form and return via email ([medstaff@upstate.edu](mailto:medstaff@upstate.edu)) or fax (315-464-8524) to Medical Staff Services.