



**DEPARTMENT OF MENTAL HEALTH
POLICY/PROCEDURE**

SUBJECT BILLING OF OUTSIDE MEDICAL RELIEF (OMR) PRESCRIPTIONS FOR MEDI-CAL RECIPIENTS	POLICY NO. 801.02	EFFECTIVE DATE 10/01/1989	PAGE 1 of 1
APPROVED BY: Original signed by: ROBERTO QUIROZ Director	SUPERSEDES 401.2 10/01/1989	ORIGINAL ISSUE DATE 10/01/1989	DISTRIBUTION LEVEL(S) 1

PURPOSE

- 1.1 To establish a uniform policy for all Department of Mental Health (DMH) directly-operated and contract-operated outpatient mental health clinics for ensuring proper billing of Outside Medical Relief (OMR) prescriptions for Medi-Cal recipients..

POLICY

- 2.1 Clients in directly-operated or contract-operated outpatient facilities who are prescribed medications shall be instructed where the prescriptions(s) are to be filled, and how payment is to be arranged. The instructions shall ensure that the DMH is the payor of last resort.
- 2.2 Every effort must be made to identify payors for medication other than DMH and inform the pharmacies of the same.

PROCEDURE

- 3.1 The clerical staff of each DMH or contract-operated mental health clinic will provide each client covered by Medi-Cal a copy of the client's current Medi-Cal card.
 - 3.1.1 At each visit in which medication is prescribed, a copy of the current Medi-Cal card will be made and given to each Medi-Cal client along with the client's prescription(s). The client will then be instructed to present the prescription and the photocopy of his/her Medi-Cal card to the pharmacy for proper medication billing.

AUTHORITY

State Welfare and Institutions Code, Section 5715