

Online Payment Guidelines

Electronic Funds Transfer (EFT) is a method of instructing financial institutions to electronically transfer money from one account to another eliminating the use of paper checks. With the [PayCalifornia.com](http://www.paycalifornia.com) EFT program, a Medi-Cal beneficiary or their representative, providers and other entities can voluntarily submit payments to Department of Health Care Services (DHCS) by using the Internet. Funds are electronically transferred from the payer's bank account to the state's bank account. The use of this EFT is offered at no cost, but **it is the payer's responsibility to check with their financial institution whether they charge a fee for the actual transfer of funds, and to pay for any bank charges incurred including, but not limited to, overdraft fees.**

Payments completed during the business day before 3 p.m., Pacific Standard Time (PST), will settle the next banking day. Payments completed after 3 p.m., PST, will settle after two (2) banking days following initiation of your payment.

Third Party Liability and Recovery Division

The Third Party Liability and Recovery Division (TPLRD) accepts online payments through PayCalifornia.com. The *Registered EFT User* and *Just Pay It* are debit methods offered in this EFT payment process, which are secure, easy, and convenient electronic payment options that allows a payer to make a payment online using their checking or savings bank account.

If you would like to proceed with making an online payment, the EFT website can be accessed through the following:

- Go to www.paycalifornia.com, select **California Department of Health Care Services**
- [Just Pay It Payment Option](#)

You will need the Account Number of the DHCS case where the payment will be applied and your bank information.

Just Pay It is a one-time payment option where you need to enter all the needed information every time you schedule a payment. You do not need to be enrolled to use this option.

Registered EFT User is a payment option that requires you to enroll and activate a DHCS account number based profile which you can use in scheduling payments to DHCS Third Party Liability & Recovery Division. You can enroll by sending a completed EFT Enrollment Form located under the Quick Reference Links at <http://dhcs.ca.gov/epay>. Once enrolled, you will receive your logon information needed to activate your Registered EFT User account before you can start scheduling payments.

Follow the prompts to enter payment information. Once the transaction is complete, a reference number is issued and the transaction is initiated.

On-line access is available 24 hours a day, 7 days a week. If you cannot access the above-mentioned website, please try again at a later time.

For more information, including step by step payment procedure, please refer to the DHCS EFT Information Guide located on the DHCS TPLRD web page, Quick **Reference Links**, and click on **EFT Info Guide**.