STATE OF CALIFORNIA—HEALTH AND WELFARE AGENCY

GEORGE DEUKMEJIAN, *Governor*

DEPARTMENT OF HEALTH SERVICES
714/744 P STREET
SACRAMENTO, CA 95814
(916) 445-1912

July 15, 1988

TO: All County Welfare Directors
All County Administrative Officers
All County MEDS Coordinators

Letter No. 88-54

SUBJECT: CORRECT ZIP CODES ON MEDI-CAL CARDS

The United States Postal Service (USPS) has notified this Department that there has been an increase in incorrect ZIP codes on Medi-Cal cards being mailed.

The USPS is becoming increasingly dependent upon automated equipment which reads and sorts the ZIP code on tens of thousands of letters per hour. An incorrect ZIP code can cause mail to be misrouted and delayed for several days before delivery. For example, if a county erroneously indicates an 05828 ZIP code instead of 95828 the Medi-Cal card would be routed to Danville, Vermont, when it should have been sent to Fair Oaks, California. The misrouting could delay Medi-Cal card receipt by at least one week.

We are requesting that all county welfare staff make every effort to correctly enter ZIP codes via the Medi-Cal Eligibility Data System (MEDS).

If you have any questions, please feel free to contact your State MEDS Liaison.

Sincerely,

Original signed by

Sandra Duveneck, for
Frank S. Martucci, Chief
Medi-Cal Eligibility Branch

cc: Medi-Cal Liaisons
MEDS Liaisons

Expiration date: July 1,1989