

DEPARTMENT OF HEALTH SERVICES

714/744 P STREET
SACRAMENTO, CA 95814



All County Welfare Directors
All County Administrative Officers

December 2, 1988
Letter No.: 88-97

SUBJECT: MEDI-CAL ID CARD DISPOSITION

The purpose of this letter is to provide you with procedures for handling Medi-Cal ID cards that have been returned to the county welfare office. Returned Medi-Cal cards should be processed as follows:

1. Deceased - Verify the information and if appropriate, terminate the case record on MEDS.
2. Incorrect address - Verify the information and if appropriate, correct the address or post a bad address flag to the MEDS record.
3. Other - If a Medi-Cal card is returned to the county for any other reason (i.e., incorrect data on the card) the county should take appropriate action to correct the data and make any necessary changes to the MEDS record.

Again, in all instances the county should verify the information and take appropriate action (i.e., correct MEDS, take necessary action to terminate eligibility, NOA's, etc.).

RETURNED MEDI-CAL CARDS SHOULD BE DESTROYED BY THE COUNTY; DO NOT RETURN THEM TO THE DEPARTMENT OF HEALTH SERVICES.

If you have any questions please contact your state MEDS liaison.

Sincerely,

Original signed by

Frank S. Martucci, Chief
Medi-Cal Eligibility Branch

cc: Medi-Cal Liaisons
Medi-Cal Program Consultants

Expiration Date: December 2, 1989