COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH

OFFICE OF THE MEDICAL DIRECTOR

November 21, 2011

TO: Pharmacies

FROM: Wayland Chan, Pharm.D
Pharmacy Director

SUBJECT: **MAINTAINING PRESCRIPTION RECORDS**

California Board of Pharmacy Regulation #4105 requires that pharmacies maintain proper prescription records for each medication dispensed. Please note that DMH considers compliance with State regulations for prescription records as:

- A copy of the PATS handwritten prescription, or
- A copy of a handwritten prescription either faxed or handed to client for presentation at the pharmacy, or
- A verbal confirmation of prescription reduced to hard copy by pharmacy staff.

This requirement does not apply to prescription refills printed by the VeriFone machine.

DMH Contracts will be modified to reflect this requirement.

Thank you for your cooperation.

RS:WC:vm

c: Roderick Shaner
District Chiefs
Gerald Ko