

**Title 23: Division of Medicaid**

**Part 214: Pharmacy Services**

**Part 214 Chapter 1: General Pharmacy**

*Rule 1.12: Beneficiary Signature*

- A. The pharmacy must obtain the signature of beneficiary or his/her representative signature and their relationship to the beneficiary for each prescription received with the exception of beneficiaries living in long-term care facilities, i.e. nursing facilities, ICF/MR facilities and/or psychiatric residential treatment facilities (PRTF).
1. Electronic signatures are acceptable.
  2. One signature per prescription is required.
  3. The pharmacist may sign for a prescription if the beneficiary or his/her representative is not capable of signing. When signing the pharmacist must:
    - a) Document the circumstances preventing the beneficiary or his/her representative from signing for the prescription, and
    - b) Sign the prescription signature record with his/her own name and the beneficiary's name.
  4. For shipped or delivered prescriptions, the pharmacy must obtain the signature of the beneficiary or his/her representative and their relationship to the beneficiary..
    - a) The pharmacy must maintain signatures on-site and in an auditable manner.
    - b) The Division of Medicaid will not reimburse for medications lost in transit and/or not received by the beneficiary.
    - c) During a national or statewide emergency, a signature is not required.
      - 1) The provider must document the emergency.
      - 2) The provider must document confirmation of delivery by an alternate means including, but not limited to:
        - (a) Telephone,
        - (b) Text message, or
        - (c) Other electronic communication.
- B. Prescription signature records for received prescriptions must include the prescription serial

number, date medication is received and the beneficiary or his/her representative's signature and their relationship to the beneficiary.

1. Prescription signature records must be retained for a period of five (5) years for audit purposes.
  2. Prescription signature records for shipped prescriptions must be retained for a period of five (5) years and must include the delivery confirmation for audit purposes.
  3. Prescription signature records must be maintained on-site and in an auditable manner.
- C. The beneficiary or provider cannot waive the receipt signature requirement nor does "signature on file" meet this obligation.

Source: Miss. Code Ann. § 43-12-121.

History: Revised eff. 03/30/2020; Rule 1.12 A.-E. added 07/01/13 to include 04/01/12 compilation omission.

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