

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, intermediate care facilities for the intellectually disabled (ICF/IID), psychiatric residential treatment facilities (PRTF) and/or nursing facilities for the severely disabled (NFSD).
 - 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 unless the beneficiary waives the signature requirement, or the pharmacy has a signature on file.
 - 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.

d. If a beneficiary has waived the signature requirement, the pharmacy must maintain documentation of the waiver.

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 pharmacy must comply with all applicable Federal and/or State laws and regulations regarding signature requirements.

Source: Miss. Code Ann. § 43-13-121.

History: Revised eff. 06/01/2025. Revised eff. 08/01/2020, Rule 1.12 A.-E. added 07/01/13 to include 04/01/12 compilation omission.