

Mail service prescriptions

Blue Shield provides access to the mail service drug benefit through CVS Caremark Mail Service Pharmacy, which offers you the convenience of receiving up to a 90-day supply of covered maintenance drugs,* delivered to your home or office, with no charge for shipping. Using mail service can save you money, too. For some plans, when you order a 90-day supply of covered maintenance drugs, you only pay for the cost of two 30-day supplies at a participating retail pharmacy. Please consult your plan and benefit documents.

Filling your prescription through the mail service pharmacy is easy!

Step 1: Register with CVS Caremark

To receive covered medications from CVS Caremark, you must first register and provide basic information such as your name, shipping address, payment method and drug allergies. Registration can be done:

- **Online** – At www.caremark.com.
- **By phone** – Call CVS Caremark at (866) 346-7200 [TTY: 711].
- **By mail** – Print and complete the CVS Caremark mail service order form by going to blueshieldca.com, clicking on *Be Well*, then *Drugs*, and selecting *Mail Service Prescriptions*.

Step 2: Send your prescription to CVS Caremark

Once you are registered, CVS Caremark will need your prescription. This can be sent:

- **Electronically** – Ask your doctor to send an electronic prescription for a 90-day supply to CVS Caremark. This is called “e-prescribing” and is the simplest way to send a prescription.
- **By phone or fax** – Request your doctor to submit your prescription for a 90-day supply to CVS Caremark by calling (800) 378-5697 or faxing (800) 378-0323.
- **By mail** – Mail your prescription, completed mail service order form and payment to:

CVS Caremark
P.O. BOX 659541
San Antonio, TX 78265-9541

Step 3: CVS Caremark delivers

Please allow 10 to 14 business days to receive your covered maintenance medications from CVS Caremark. Once your prescription is on file at CVS Caremark, please allow five to eight business days to receive refills of your covered medications.

Refilling your mail service prescriptions

- **Online** – Ordering refills is convenient, fast and easy at www.caremark.com. Register online to receive refill reminders and other important updates.
- **By phone** – Call (866) 346-7200 [TTY: 711] and follow the telephone prompts for the automated reorder system. Customer care representatives are available 24 hours a day, seven days a week, 365 days a year.
- **By mail** – Complete the CVS Caremark refill order form included in your last medication shipment, and mail it along with payment to:

CVS Caremark
P.O. BOX 659541
San Antonio, TX 78265-9541

* Generally, the drugs provided through mail service are drugs that you take on a regular basis, for a chronic or long-term medical condition.