

MetMeds Enrollment Process

- 1) Read the MetMeds Notice of Privacy Practices documentation as this information may be very important to you.
- 2) Complete the MetMeds New Client Enrollment form being sure to sign all five locations on the three page form. The signatures are for the following:
 - a. Client/Health, Doctor, and Current Pharmacy Information
 - b. Acceptance of NON Child-Resistant Medications Containers
 - c. Acceptance of MetPacks that Contain Multiple Medications
 - d. Acknowledging receipt of a copy of the MetMeds pharmacy Notice of Privacy Practices documentation in compliance with the Health Insurance Portability & Accountability Act (HIPAA) of 1996
 - e. Acknowledging receipt of medications form and authorizing release of insurance claim information

Note: We cannot accept Schedule II Controlled Substance Prescription forms by fax as the law requires that prescription forms for these medications be mailed. Additionally, all other prescription forms must be faxed directly from the doctor/clinic office.

The completed enrollment form along with your prescription forms can be **mailed** to:

MetMeds - Pharmacy
5707 Lacey Blvd. SE, Suite: 103
Lacey, WA 98503-2496

Note: If your prescription forms are at the pharmacy that now fills your prescriptions, please provide (on the New Client Enrollment Form) the name and phone number of your current pharmacy as we can then have the prescription forms transferred to MetMeds.

When we receive your completed enrollment form along with your prescriptions we will contact you by phone to confirm all information and complete the process that will enroll you as a MetMeds client and help to improve the quality of your life.