



Filling your

Maintenance & Specialty Medications

All maintenance medications must be filled at UCM DCAM/Ingalls pharmacy,* and all specialty medications must be filled at the UCM Specialty Pharmacy. Follow these steps to fill/refill your maintenance or specialty medication.

Maintenance Medications

Step 1

Provide prescription(s) to DCAM or Ingalls Outpatient Pharmacy

OPTION 1 (PREFERRED): Ask your doctor to e-prescribe or FAX a new prescription to DCAM or Ingalls Outpatient Pharmacy.

OPTION 2: Drop off a new prescription to DCAM or Ingalls Outpatient Pharmacy located in the front lobby of the DCAM building.

OPTION 3: Call the DCAM or Ingalls Outpatient Pharmacy at **773-834-7002** or **708-915-4306**, respectively, to request a prescription transfer.

Step 2

Choose how to get your medication

OPTION 1: Mail Order Pharmacy Service

Provide the following information to enroll in the DCAM Outpatient Pharmacy Mail Order Services:

- Contact information
- Mailing address
- Payment card (to be kept on file)

You will then receive convenient refills delivered free to your home within four business days.

OPTION 2: Employee Script Center

- Call **773-834-7002** to notify DCAM Retail Pharmacy that you would like to pick up your prescription at ScriptCenter (located in Hyde Park).
- Order your prescription from DCAM Retail Pharmacy.
- When your prescription is ready, you will receive a Claim Check via text or email. Use it, along with your date of birth, to pick up and pay for your prescription anytime.

Specialty Medications

Step 1

Contact the UCM Specialty Pharmacy

To transfer your prescription, call the UCM Specialty Pharmacy at **773-834-2285** at least one week before your medication is needed. Provide your prescription number and the name of the specialty pharmacy you are currently using, or provide your physician information to have the pharmacy call for a new prescription.

Step 2

Choose how to get your medication

Let the UCM Specialty Pharmacy know whether you prefer to pick up your prescription or have it mailed to you.

* You may fill a 30-day supply of a maintenance medication twice at a retail pharmacy every plan year.



Save on prescription drug costs

1

USE THE UCM DCAM/INGALLS PHARMACY.

It's convenient and it can save you a lot of money.

2

GO GENERIC.

Your costs will always be lower when you choose the generic equivalent of a brand-name drug.