

Family PACT

Planning · Access · Care · Treatment
California Department of Public Health - Office of Family Planning



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The Family PACT Program was established in January 1997 to expand access to comprehensive family planning services for low-income California residents.

First Bulletin Issue

Welcome to your first issue of your subscription to the *Family PACT Update* bulletin! This issue contains your new *Policies, Procedures and Billing Instructions* manual, which is formatted to be maintained in a binder. In it you will find:

- A manual cover page to insert into the cover of a binder
- Tabs
- Manual pages

The manual is alphabetized for your convenience. It also contains these introductory sections:

- *Manual Organization* (Section A)
- *How to Use This Manual* (Section B)
- *Manual Ordering* (Section C)

Monthly Bulletins

Every month, if there are updates to Family PACT policies or billing instructions, you will receive a new *Family PACT Update* bulletin and manual replacement pages to insert into your manual. The bulletin and manual replacement pages contain Family PACT policies or billing instructions updates that are usually effective immediately. Therefore, you should insert the manual replacement pages into your Family PACT binder upon receipt to ensure that your manual always contains current policy.

Discard Old Manual

Please recycle your old *Policies, Procedures and Billing Instructions* manual because it contains outdated policy.

Manual Index

A *Section Titles/Headings Index* and *Subject Index* will be mailed in the November 2007 *Family PACT Update* to accompany your manual.

Opt Out

After receiving your initial copy of the new *Policies, Procedures and Billing Instructions* manual, you may choose to “opt out” of receiving hard copy *Family PACT Update* bulletins and instead receive e-mail notices with direct links to monthly bulletins, manual replacement pages and training information on the Medi-Cal Web site at www.medi-cal.ca.gov.

To enroll in Opt Out, you must have a valid e-mail address and complete the short *Opt Out Enrollment Form*. The *Opt Out Enrollment Form* is available to download from the Medi-Cal Web site (www.medi-cal.ca.gov). Once your enrollment process is successfully completed, the *Family PACT Updates* will no longer be mailed to you via the U.S. Postal Service, and you will begin to receive bulletins as e-mails instead.