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## TAR Field Office Addresses

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Page updated: September 2020

This section includes the fee-for-service Medi-Cal field office addresses. For additional information, including how to submit reauthorization requests and *Treatment Authorization Request* (TAR) resubmissions, refer to the *TAR Overview* section in the Part 1 manual.

TARs can be sent to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA 95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

TARs from out-of-state providers should be submitted to the TAR Processing Center regardless of the service requested.

The Medi-Cal consultant approves, modifies, defers (for more information) or denies each TAR service line, depending on standards of care, professional judgement and Department of Health Care Services (DHCS) policy. After review, an *Adjudication Response* (AR) is generated and mailed to the address associated with the provider's Medi-Cal ID or faxed to the submitting provider. The AR lists the status of all service lines submitted on the TAR. For additional information about ARs, providers may refer to "TAR Status on Adjudication Response" in the *TAR Overview* section in the Part 1 manual.

### **BCCTP**

TARs for the Breast and Cervical Cancer Treatment Program (BCCTP) must be submitted to the TAR Processing Center. The TAR should be clearly marked with BCCTP in the *Medical Justification* field (Box 8C) of the TAR form.

### **EPSDT Services**

TARs for Early and Periodic Screening, Diagnostic and Treatment (EPSDT) services must be submitted to the TAR Processing Center. The TAR should clearly indicate EPSDT services in the *Medical Justification* field (Box 8C) of the TAR form.

### **EPSDT Nutritional Program**

TARs for EPSDT nutritional services must be submitted to the TAR Processing Center. The TAR should clearly indicate EPSDT nutritional services in the *Medical Justification* field (Box 8C) of the TAR form.

## **EPSDT Skilled Nursing Services**

TARs for Private Duty Nursing (PDN) or Pediatric Day Health Care (PDHC) must be submitted to the TAR Processing Center.

For eTARs, providers must select the appropriate special handling code on the Patient Information page:

- EPSDT PDHC
- EPSDT PDN

For paper 50-1 TARs, providers must include “EPSDT PDHC” or “EPSDT PDN” in the *Specific Services Requested* field (Box 10A).

In addition to the TAR, the provider must also submit the following medical documentation:

- Plan of Treatment (POT) signed by a physician (within 30 days);
- Nursing assessment (within 30 days); and
- Medical information supporting the nursing services requested, for example, medication record, discharge summary notes and treatment notes.

Refer to the *California Children’s Services (CCS) Program County Office Directory* section in this manual for the appropriate county office to submit SARs.

Refer to the *California Children’s Services (CCS) Program Service Authorization Request (SAR)* section in this manual for general SAR information.

For information on Medi-Cal Managed Care Plans, refer to the *MCP: An Overview of Managed Care Plans* section in the Part 1 manual.

For information on PDHC, refer to the *Pediatric Day Health Care (PDHC) – Early and Periodic Screening, Diagnostic and Treatment* section in this manual.

For a child enrolled in a Medi-Cal Managed Care Plan with carved out California Children’s Services (CCS) services, who has a CCS-eligible medical condition, and who has been referred to the CCS program for case management and authorization of services, requests for authorization of private duty nursing services that are related to the child’s CCS-eligible condition will be referred to the CCS program for review and authorization.

## **Family PACT**

TARs for Family PACT (Planning, Access, Care and Treatment) services must be submitted to the TAR Processing Center. The TAR should be clearly marked Family PACT in the *Medical Justification* field (Box 8C) of the TAR form.

## **Medi-Cal In-Home Operations Branch**

TARs for recipients whose services are authorized by the In-Home Operations Branch, Long Term Care Division, must be submitted to either the Northern Region or the Intake Unit or to the Southern Region, if instructed to do so.

Submit TARs to the appropriate following address:

In-Home Operations Branch  
Northern Region or Intake Unit  
MS 4502  
P.O. Box 997419  
Sacramento, CA 95899-7419  
(916) 552-9105

In-Home Operations Branch  
Southern Region  
311 South Spring Street, Suite 313  
Los Angeles, CA 90013  
(213) 897-6774

Otherwise, all paper TARs should be submitted to the TAR Processing Center.

## **Where to Submit TARs**

All paper TARs should be submitted to the TAR Processing Center. Adjudication assignments remain as listed below for core and regionalized services. Providers should not submit paper TARs to Medi-Cal field offices.

Core Services. These apply to all field offices.

Dental hospitalizations	Hyperbaric oxygen	Office visits
Elective hospital admissions	ICF-DD	Outpatient (other)
Elective hospital surgeries	ICF-DD/H	Outpatient surgeries
Extensions of acute hospitalization	ICF-DD/N	PET scans
Hoptel	Kidney transplants	Physician-administered drugs
Hospice care (general inpatient level)	Mental health (excluded diag.)	Plasmapheresis
	MRIs	

## **Department of Health Care Services Medi-Cal Field Office**

### **Los Angeles Field Office**

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

#### **«Core Services Counties Served Table»**

<b>County</b>	<b>Code</b>
Los Angeles	19
Ventura	56

#### **Regionalized Services – Detoxification**

##### **«Counties Served Table»**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Imperial	13	<u>Arizona</u>
Inyo	14	Bullhead City
Los Angeles	19	Kingman
Mono	26	Lake Havasu City
Orange	30	Parker
Riverside	33	Yuma
San Bernardino	36	«None»
San Diego	37	<u>Nevada</u>
Santa Barbara	42	Boulder City
Ventura	56	Henderson, Las Vegas

#### **Regionalized Services – Medical Synagis**

TARs from physician providers, home health agency, subacute (adult and pediatric)  
Fax: 1-866-816-4377

#### **Public Telephone Numbers**

General Information: (213) 897-0745  
Toll-free: 1-866-644-6341

## Northern Pharmacy Section

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

### Regionalized Services – Pharmacy

Intravenous home infusion equipment‡, including all medical supplies related to infusion therapy and all DME and medical supplies related to enteral feeding

**Counties Served Table**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Alameda	01	Nevada
Alpine	02	Carson City
Amador	03	Gardnerville
Butte	04	Incline Village
Calaveras	05	Mesquite
Colusa	06	Minden
Contra Costa	07	Reno
Del Norte	08	Sparks
El Dorado	09	Zephyr Cove
Fresno	10	None
Glenn	11	Oregon
Humboldt	12	Ashland
Kern	15	Brookings
Kings	16	Cave Junction
Lake	17	Grants Pass
Lassen	18	Jacksonville
Madera	20	Klamath Falls
Marin	21	Lakeview
Mariposa	22	Medford
Mendocino	23	Merrill
Merced	24	None
Modoc	25	None
Monterey	27	None
Napa	28	None

**Counties Served Table (continued)**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Nevada	29	None
Placer	31	None
Plumas	32	None
Sacramento	34	None
San Benito	35	None
San Francisco	38	None
San Joaquin	39	None
San Luis Obispo	40	None
San Mateo†	41	None
Santa Clara	43	None
Santa Cruz	44	None
Shasta	45	None
Sierra	46	None
Siskiyou	47	None
Solano	48	None
Sonoma	49	None
Stanislaus	50	None
Sutter	51	None
Tehama	52	None
Trinity	53	None
Tulare	54	None
Tuolumne	55	None
Yolo	57	None
Yuba	58	None

Public Telephone Numbers

General Information: (209) 942-6030

Toll-free: 1-800-572-9315

## Sacramento Field Office

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

«Core Services Counties Served Table»

County	Code	Border City
Alpine	02	Nevada
Amador	03	Carson City
Butte	04	Gardnerville
Calaveras	05	Incline Village
Colusa	06	Mesquite
Del Norte	08	Minden
El Dorado	09	Reno
Fresno	10	Sparks
Glenn	11	Zephyr Cove
Humboldt	12	«None»
Kings	16	Oregon
Lake	17	Ashland
Lassen	18	Brookings
Madera	20	Cave Junction
Mariposa	22	Grants Pass
Mendocino	23	Jacksonville
Merced	24	Klamath Falls
Modoc	25	Lakeview
Nevada	29	Medford
Placer	31	Merrill
Plumas	32	«None»
Sacramento	34	«None»
San Joaquin	39	«None»
Shasta	45	«None»
Sierra	46	«None»
Siskiyou	47	«None»
Solano	48	«None»
Sonoma	49	«None»
Stanislaus	50	«None»

**«Core Services Counties Served Table (continued)»**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Sutter	51	«None»
Tehama	52	«None»
Trinity	53	«None»
Tulare	54	«None»
Tuolumne	55	«None»
Yolo	57	«None»
Yuba	58	«None»

**Regionalized Services**

DME related to anti-decubitus care (ADC) equipment and supplies, Hearing Aids, Orthotics and Prosthetics§, Oxygen and Respiratory Equipment+, Respiratory Care Services, Hypersonic Saline Solution, and TARs from physician-administered Xolair injections.

All counties and border cities statewide.

**« Counties Served Table »**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Alameda	01	<u>Nevada</u>
Alpine	02	Carson City
Amador	03	Gardnerville
Butte	04	Incline Village
Calaveras	05	Mesquite
Colusa	06	Minden
Contra Costa	07	Reno
Del Norte	08	Sparks
El Dorado	09	Zephyr Cove
Fresno	10	«None»
Glenn	11	<u>Oregon</u>
Humboldt	12	Ashland
Kern	15	Brookings
Kings	16	Cave Junction
Lake	17	Grants Pass
Lassen	18	Jacksonville
Madera	20	Klamath Falls
Marin	21	Lakeview
Mariposa	22	Medford
Mendocino	23	Merrill
Merced	24	«None»
Modoc	25	«None»



**« Counties Served Table (continued) »**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Monterey	27	«None»
Napa	28	«None»
Nevada	29	«None»
Placer	31	«None»
Plumas	32	«None»
Sacramento	34	«None»
San Benito	35	«None»
San Francisco	38	«None»
San Joaquin	39	«None»
San Luis Obispo	40	«None»
San Mateo	41	«None»
Santa Clara	43	«None»
Santa Cruz	44	«None»
Shasta	45	«None»
Sierra	46	«None»
Siskiyou	47	«None»
Solano	48	«None»
Sonoma	49	«None»
Stanislaus	50	«None»
Sutter	51	«None»
Tehama	52	«None»
Trinity	53	«None»
Tulare	54	«None»
Tuolumne	55	«None»
Yolo	57	«None»
Yuba	58	«None»

Public Telephone Numbers

General Information:(916) 464-4430

Fax: (916) 464-0234

Toll-free: 1-800-541-5555

## San Bernardino Field Office

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

« Core Services Counties Served Table »

County	Code	Border City
Inyo	14	<u>Arizona</u>
Kern	15	Bullhead City
Mono	26	Kingman
Orange	30	Lake Havasu City
Riverside	33	Parker
San Bernardino	36	«None»
«None»	«None»	<u>Nevada</u>
«None»	«None»	Boulder City
«None»	«None»	Henderson
«None»	«None»	Las Vegas

### Regionalized Services

Breast and ovarian cancer genetic testing; Nursing Facilities (Levels A and B); incontinence supplies; urinary catheters and bags, including all medical supplies related to incontinence; medical supplies not otherwise designated.

All counties and border cities statewide

### Public Telephone Numbers

General Information: (909) 383-4192

Toll-free: 1-800-541-5555

## San Diego Field Office

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

### « Core Services Counties Served Table»

County	Code	Border City
Imperial	13	<u>Arizona</u>
San Diego	37	Yuma

### Regionalized Services – Non-Emergency Medical Transportation

#### « Counties Served Table»

County	Code	Border City
Imperial	13	<u>Arizona</u>
Inyo	14	Bullhead City
Los Angeles	19	Kingman
Mono	26	Lake Havasu City
Orange	30	Parker
Riverside	33	Yuma
San Bernardino	36	«None»
San Diego	37	<u>Nevada</u>
Santa Barbara	42	Boulder City
Ventura	56	Henderson. Las Vegas

### Public Telephone Numbers

General Information: (619) 688-6131

Toll-free: 1-888-724-7302

Toll-free fax: 1-888-899-2505

## San Francisco Field Office

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

### «Core Services Counties Served Table»

County	Code
Alameda	01
Contra Costa	07
Marin	21
Monterey	27
Napa	28
San Benito	35
San Francisco	38
San Luis Obispo	40
San Mateo	41
Santa Barbara	42
Santa Clara	43
Santa Cruz	44

### Regionalized Services

Organ Transplants (except kidneys), Breast Pumps, EPSDT Nutritional Services, negative pressure wound therapy; Occupational Services, Physical Therapy, Podiatry (except orthotics and prosthetics prescribed or dispensed by a Podiatrist), Speech Therapy, Wheelchair and Wheelchair accessories.

All counties and border cities statewide.

Regionalized Services – Detoxification**« Counties Served Table »**

<b>County</b>	<b>Code</b>	<b>Border City</b>
Alameda	01	<u>Nevada</u>
Alpine	02	Carson City
Amador	03	Gardnerville
Butte	04	Incline Village
Calaveras	05	Mesquite
Colusa	06	Minden
Contra Costa	07	Reno
Del Norte	08	Sparks
El Dorado	09	Zephyr Cove
Fresno	10	«None»
Glenn	11	<u>Oregon</u>
Humboldt	12	Ashland
Kern	15	Brookings
Kings	16	Cave Junction
Lake	17	Grants Pass
Lassen	18	Jacksonville
Madera	20	Klamath Falls
Marin	21	Lakeview
Mariposa	22	Medford
Mendocino	23	Merrill
Merced	24	«None»
Modoc	25	«None»
Monterey	27	«None»
Napa	28	«None»
Nevada	29	«None»
Placer	31	«None»
Plumas	32	«None»
Sacramento	34	«None»
San Benito	35	«None»
San Francisco	38	«None»
San Joaquin	39	«None»

**« Counties Served Table (continued) »**

<b>County</b>	<b>Code</b>	<b>Border City</b>
San Luis Obispo	40	«None»
San Mateo	41	«None»
Santa Clara	43	«None»
Santa Cruz	44	«None»
Shasta	45	«None»
Sierra	46	«None»
Siskiyou	47	«None»
Solano	48	«None»
Sonoma	49	«None»
Stanislaus	50	«None»
Sutter	51	«None»
Tehama	52	«None»
Trinity	53	«None»
Tulare	54	«None»
Tuolumne	55	«None»
Yolo	57	«None»
Yuba	58	«None»

Public Telephone Numbers

General Information: (415) 904-9600

Toll-free: 1-800-541-5555

## Southern Pharmacy Section

Submit TARs to the TAR Processing Center at one of the following addresses:

TAR Processing Center  
820 Stillwater Road  
West Sacramento, CA  
95605-1630

TAR Processing Center  
P.O. Box 13029  
Sacramento, CA 95813-4029

### <<Regionalized Services – Pharmacy>>

Intravenous home infusion equipment<sup>v</sup>, including all medical supplies related to infusion therapy and all DME and medical supplies related to enteral feeding

### Counties Served Table

County	Code	Border City
Imperial	13	Arizona
Inyo	14	Bullhead City
Los Angeles	19	Kingman
Mono	26	Lake Havasu
Orange	30	City
Riverside	33	Parker
San Bernardino	36	Yuma
San Diego	37	None
Santa Barbara	42	Nevada
Ventura	56	Boulder City
None	None	Henderson
None	None	Las Vegas

### Public Telephone Numbers

General Information:

Toll-free: 1-866-385-3124

## **Legend**

Symbols used in the document above are explained in the following table.

<b>Symbol</b>	<b>Description</b>
«	This is a change mark symbol. It is used to indicate where on the page the most recent change begins.
»	This is a change mark symbol. It is used to indicate where on the page the most recent change ends.
‡	See <i>DME: Bill for Infusion Equipment</i> section in the appropriate Part 2 manual for listings of infusion equipment items
†	San Mateo County providers rendering services to recipients who are not members of the Health Plan of San Mateo County and Solano County providers rendering services to recipients who are not members of the Solano Partnership Health Plan should submit drug/medical supply TARs to the TAR Processing Center
+	See the <i>Durable Medical Equipment (DME): Bill for Oxygen and Respiratory Equipment</i> section in the appropriate Part 2 manual for a listing of oxygen and respiratory equipment.
§	Includes Orthotics and Prosthetics (O&P) prescribed or dispensed by a podiatrist, which also includes O&P testing procedures (gait analysis, muscle testing, range of motion and plaster casts) to be submitted to the TAR Processing Center.
‣	See the <i>DME: Bill for Infusion Equipment</i> section in the appropriate Part 2 manual for a listing of intravenous equipment items