



## Beneficiary Packet Materials Order Request Form

**This form is for hard copy requests only.**

All forms are available in the electronic format on [www.optumsandiego.com](http://www.optumsandiego.com).

To request a **hard copy** of Mental Health Plan materials, please complete the form below by indicating the number of copies you would like to receive in the designated box for your preferred language. If you would like to receive the materials in the **audio** or **large print** formats, please contact [BHSQIPOG@sdcounty.ca.gov](mailto:BHSQIPOG@sdcounty.ca.gov).

<b>Program Name:</b>					
<b>Contact Person:</b>			<b>Phone Number:</b>		
<b>PLEASE CHECK:</b>	<input type="checkbox"/> Inpatient or 24 hour care facility		<input type="checkbox"/> Outpatient		
<b>County of San Diego Mental Health Plan Materials</b>	<i>Specify amount needed in the preferred language box</i>				
	English	Spanish	Vietnamese	Arabic	Tagalog
County of San Diego Guide to Medi-Cal Mental Health Services (8/2013)					
Quick Guide to Mental Health Services for Adults, Older Adults, and Children brochure (7/2014)					
Grievance and Appeal Procedures brochure (3/2012)					
Grievance and Appeal Client Form (1/2016) – <b>NEW</b>					
Grievance and Appeal form with Self-Addressed envelopes (7/2009)					
Grievance and Appeal poster (4/2012)					
MHP's Notice of Privacy Practices (MHP-NPP) (12/2014)					
Advance Directive brochure (3/2012)					
Access and Crisis Line posters (2015)					
Limited English Proficiency (LEP) posters (12/2002)					
Recovery Brochures (Eng: 8/2013   Sp: 9/2011)					
Fee-For-Services Provider List (8/2015)					
Behavioral Health Services Provider Directory (8/2015)					
California Regulation-Physicians Notice to Patients					

**Mail or fax requests to ATTN: Reception Desk**

Mailing Address	Interoffice Mail	Fax
Health and Human Services Agency Behavioral Health Services Division 3255 Camino del Rio South San Diego, CA 92108	Mail Stop P531-J	(619) 584-5080

Questions? (619) 563-2700