

February 24, 2022

<Provider Name>
<Provider Address 1>
<City> <State> zipcode5-zipcode4

Dear Pharmacy Providers and Medicaid Health Plans:

RE: Clarification of Michigan Automated Prescription System (MAPS) Record Retention

The purpose of this letter is to provide clarification to the record retention requirement noted in bulletin [MSA 21-30](#), Prescription Drug Monitoring Program Requirement for Providers.

This policy contained federal Medicaid requirements for providers to check MAPS prior to prescribing a controlled substance to Medicaid beneficiaries. The federal requirement includes documentation retention requirements. In the policy, the Michigan Department of Health and Human Services (MDHHS) stated that this documentation should be retained in accordance with the Medicaid record retention policy.

MDHHS is clarifying this requirement to accommodate the documentation retention requirements for MAPS set by the Michigan Department of Licensing and Regulatory Affairs (LARA).

Documentation of the required MAPS check should be retained in accordance with either the Medicaid record retention policy, or the MAPS record retention policy of five years, whichever applies to the individual provider.

References:

- MDHHS [Medicaid Provider Manual](#), General Information for Providers, Section 14 - Record Keeping.
- LARA MAPS: www.michigan.gov/lara >> Bureau List >> Professional Licensing >> Michigan Automated Prescription System (MAPS) >> MAPS Users or contact BPL-MAPS@michigan.gov.

Any other questions can be directed to Vicki Goethals via email at GoethalsV@michigan.gov.

L 22-05

An electronic version of this document is available at www.michigan.gov/medicaidproviders
>> Policy, Letters & Forms.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Massey', followed by a horizontal line extending to the right.

Kate Massey, Director
Health and Aging Services Administration