



## County - City Employee Pharmacy Program



# Transfer Request Form

To transfer your prescriptions to the County – City Employee Pharmacy Program, please locate your medication bottles and copy the information on the prescription labels to the form below. Mail, fax, or drop off the completed form to the pharmacy and we will transfer and fill your prescriptions, ready for pick up or delivery after January 3, 2005.

### Patient Information

Name: \_\_\_\_\_ DOB: \_\_/\_\_/\_\_  
Home Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Day Phone #: \_\_\_\_\_ Evening Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Cardholder ID: \_\_\_\_\_ Group #: \_\_\_\_\_  
For inter-office delivery of prescriptions, please specify either:  
County Department Code: \_\_\_\_\_ City Department Code: \_\_\_\_\_  
*(Please see reverse for a complete listing of department codes)*

### Physician Information & Medical History

Primary Care Physician: \_\_\_\_\_  
Physician's Phone #: \_\_\_\_\_  
Current Medications (including over-the-counter): \_\_\_\_\_  
\_\_\_\_\_  
Medication allergies: \_\_\_\_\_  
\_\_\_\_\_  
Medical conditions and/or diseases: \_\_\_\_\_  
\_\_\_\_\_

## Transfer Prescriptions Here

Rx Number	Name of Medication	Strength	Prescribing Physician's Name	Name of Transferring Pharmacy	Phone # of Transferring Pharmacy	When would you like your prescription filled? (must be on or after January 3, 2005).	Choose your delivery option (home, office OR pick up at pharmacy).

### County – City Employee Pharmacy Program

27 E. Vermijo, Suite 005  
Colorado Springs, CO 80903  
Phone: 719-520-7590  
Fax: 719-520-7596

### El Paso County Mail Codes

Code	Department
ADM	Administrative Services
ASR	Assessor
ATR	Atrium Building
BNF	Economic Development
BUD	Budget
CAR	Clerk & Recorder
CAT	County Attorney
CCD	Justice Services
CFB	County Fair
COB	County Office Building
COM	Commissioners
COR	Coroner
CSU	CSU Extension
DAO	District Attorney's Office

Code	Department
DHS	Human Services
DOE	DOT - Engineering
DOT	Dept. of Transportation
EQS	Penrose Stadium
ESD	Environmental Services Dept
FAC	Facilities Management
FIN	Finance
FLT	Fleet Services Admin
FNW	Forestry & Noxious Weeds
HEA	Health Department
ISV	Information Technologies
JUD	Judicial Building
LNU	Planning
MAP	Mapping

Code	Department
NRE	Natural Resources & Env. Servs
PER	Human Resources
PPC	Pikes Peak Center
PPW	Pike Peaks Workforce
PRK	Parks
PUR	Procurement
PUT	Public Trustee
RET	Retirement Board
SEC	Security
SHR	Sheriff
SRM	Risk Management
SWM	Solid Waste Management
TRS	Treasurer
TSB	Information Technologies

### City of Colorado Springs Mail Codes

Code	Department
220	Accounting and Payroll
240	Accounts Payable
30	Airport
1430	Aquatics & Fitness Center
640	Auditor
1200	Auditorium
1405	Body Shop
1541	Budget and Financial Analysis
1445	Cemetery
1546	Citizen Services
510	City Attorney/Corporate/Litigation
1540	City Attorney/Prosecution
1547	City Manager
110	Clerk
611	Community Development
320	Comprehensive Planning
2135	Cottonwood Creek Recreation Center
1415	Credit Union
1378	Development Review/RBD
1541	Economic Development
1442	Emergency Management
1442	Employee Awards
150	Employee Services
435	Engineering
720	Engineering Subdivision Review Team
1225	Equipment Parts/Fuel
220	Finance
1442	Fire Administration
1375	Fire Construction Review
1511	Fire Fiscal Technical Bldg
1502	Fire Investigations
1442	Fire Operations
1442	Fire Prevention
1442	Fire Training
1220	Fleet Admin/Operations
1451	Fleet South
1200	Forestry
1330	Golf Course - Valley Hi
1330	Golf Course (Golf Admin and Patty Jewett)
310	Hearing Officer

Code	Department
710	Help Desk
1490	Housing Authority
1435	Ice Center (Sertich)
710	Information Services
1377	Inspections
630	Insurance and Claims
310	Land Development Review
1549	Mayor/Council
1530	Municipal Court Administration
1530	Municipal Court Probation
1530	Municipal Court Violations Bureau
1530	Municipal Court Warrants
1500	Museum
1605	Neighborhood Redevelopment
625	Occupational Health Clinic
15	Office Services
540	Parking Administration
1200	Parks & Recreation Administration
60	Pikes Peak Highway
310	Planning & Community Development
314	Planning Data Systems
316	Planning Director's Office
311	Planning Property Notifications
1520	Police Air Support Squad
1520	Police Central Division
1525	Police Code Enforcement
1550	Police Computer Services E-911
1551	Police Crime Analysis
1550	Police Crime Lab
1558	Police ERC - 911 (Sheriff/County)
1550	Police Evidence
1554	Police Falcon
1565	Police Fiscal Services
1551	Police Gold Hill
1550	Police Impound Lot
1565	Police Internal Affairs
1502	Police Major Crimes
1565	Police Management Services
1535	Police Marshal's Office
1502	Police Narcotics

Code	Department
1565	Police Office of the Chief
1550	Police Records & ID
1565	Police Research & Development
1552	Police Sand Creek
1552	Police Sand Creek Airport
1502	Police Special Services
1565	Police Staff Resources
1555	Police Stetson Hills 4th Patrol
1565	Police Support Services
1553	Police Training
1553	Police Training Range
1556	Police Vice, Narcotics, and Investigation (VNI)
1559	Police/Fire Communications
1543	Public Communications
410	Public Works
210	Purchasing
1250	Radio Communications
715	Real Estate Services
1372	Regional Building Admin
620	Ridefinders
630	Safety
225	Sales Tax
1542	SCIP
72	Security (CAB)
1544	Security (City Hall)
1275	Service Center Guard Shack
1440	Sports Center - Memorial Park
520	Stormwater and Subdivision
1420	Street
1240	Street Drainage and Concrete
1213	Street Inspections
25	Telecommunications
450	Traffic Engineering
1147	Traffic Operations
1245	Traffic Signals/Signs & Markings
1450	Transit (Springs)
1449	Transit Services Administration
452	Transportation Planning
250	Treasurer and Accounts Receivable