



Prescription Drug Reimbursement Instructions

Thank you for choosing ATRIO Health Plans for your prescription drug coverage. Use the attached claim form(s) for any prescription drug reimbursement requests you may have. Please read the attached form(s) carefully. Claim forms that do not include the required information may delay or inhibit our ability to process your request for reimbursement. Retain copies of receipts for your records. Receipts will not be returned.

Manual submission of claims does not guarantee reimbursement. If the prescription drug(s) is Non-formulary or has Prior Authorization, Step Therapy, Quantity Limits requirements or is restricted in some other way, we will make a Coverage Determination according to our Coverage Determination and Exceptions process. **Requests which require a Coverage Determination should be submitted to your local ATRIO location at one of the addresses listed below.** Once we have received the completed claim form with receipts, we will mail our determination with a check, if applicable, to you within 14 days.

All other requests can be submitted as listed on the attached Medicare Part D Prescription Drug Claim Form. Please indicate the reason for requesting reimbursement on the attached form.

Please note that if the reason is due to Coordination of Benefits – Claims must be submitted with pharmacy receipt(s) identifying copays paid and an Explanation of Benefits from the primary carrier (or prescription history from the pharmacy showing primary insurance payment)

Please submit completed form(s) and pharmacy receipts in one of the following ways:

| | |
|---|--|
| Hand Deliver to: | |
| ATRIO Health Plans 1867 Williams Hwy, Suite 110 Grants Pass, OR 97527 | ATRIO Health Plans 2909 Daggett Avenue, Suite 250 Klamath Falls, OR 97601 |
| ATRIO Health Plans 2270 NW Aviation Drive, Suite 3 Roseburg, OR 97470 | ATRIO Health Plans 2965 Ryan Drive SE Salem, OR 97301 |
| Mail to: | MedImpact Healthcare Systems, Inc. PO Box 509108 San Diego, CA. 92150-9108 |
| Email to: | Claims@Medimpact.com |
| Fax to: | (858) 549-1569 |

Toll Free (877) 672-8620 – TTY/TDD (800) 735-2900 - Fax (541) 672-8670
 Office Hours Monday to Friday, 8 a.m. to 5 p.m. Pacific
 Customer Service Hours: Daily 8 a.m. to 8 p.m. Pacific
atriohp.com



MEDICARE PART D PRESCRIPTION DRUG CLAIM FORM

CLAIM FORM INSTRUCTIONS

Please read carefully before completing this form. **Claim forms that do not include the required information may delay or inhibit our ability to process your request for reimbursement. Manual submission of claims does not guarantee reimbursement.**

Part 1: Member Information (to be completed by the member)

1. Complete all information under Part 1. The member/cardholder ID Number is located on your insurance card.
2. Submit claims within the filing period specified by your health plan. For questions about your filing period, please call the number on the back of your insurance card.
3. Please submit a separate claim form for each patient and pharmacy from which you purchase medications.
4. **IMPORTANT NOTE: Payment and related correspondence will be sent to the primary subscriber unless you provide us with an Alternate Address in Part 1.**

Part 2: Receipt Information

1. Submit prescription receipts/labels that contain the requested information (shown below) or have your pharmacist complete Part 2 and Part 3. If you do not receive a receipt for your prescription(s), pharmacist signature is required.
2. Include all original pharmacy receipt(s). Tape receipts to a separate page to be submitted with the claim form. Note: Please do not staple receipts or other documentation to the claim form.
3. For multiple claims, please submit a separate Part 2 for each medication or use the multiple prescription alternative form.

PRESCRIPTION/PHARMACY INFORMATION

Prescription Label Example: Please use this example as a guide to locate the required information. Note: Each pharmacy may have a unique label format.

| | |
|---|--------------------------------|
| Anytime Pharmacy #1234 | (509)555-1234 |
| 123 Any Street | Store NPI: 1234567890 |
| Home Town, US 12345-6789 | |
| RX 1234567 | Date Filled: 1/1/2009 |
| DOE, JANE | DOB: 01/01/1900 |
| 456 Home Road | (509)555-5678 |
| Home Town, US 12345 | |
| Amoxicillin 500 mg capsules (Teva) | DAW: 0 |
| 00000-1111-22 | QTY: 45 Days Supply: 30 |
| A. SMITH, MD | NPI: 4567890123 |
| U&C: 200.00 | COPAY: 20.00 |

1. Date Filled*
 2. RX Number
 3. Quantity*
 4. Day Supply*
 5. National Drug Code (NDC)*
 6. Medication Name and strength*
 7. Physician Name
 8. Physician National Provider ID (NPI)*
 9. DAW
 10. Usual and Customary Price (U&C)/RX Price*
 11. Copay*
 12. Pharmacy National Provider ID (NPI)*
- *Denotes information required to process a claim. If this information is not included, it may delay or inhibit our ability to process your request for reimbursement.**

Part 3: Pharmacy Information (To be completed by the pharmacy)

1. If required information is not available on the receipt, ask your Pharmacist to complete Part 2 and Part 3.
2. Remember to keep a copy of the completed claim form and receipt(s) for your records.
3. Send the completed form and receipt(s) to: MedImpact Healthcare Systems, Inc.

P.O. Box 509108
San Diego, CA 92150-
9108 Fax: 858-549-1569
E-mail: Claims@Medimpact.com



PART 1 *Denotes information required to process a claim. If this information is not included, it may delay or inhibit our ability to process your request for reimbursement.

| | | | |
|---|--|-------------------------------------|---|
| Primary Member/Cardholder ID Number* | | Group Number | |
| Name of Health Plan/Insurance | | Primary Subscriber Name* | DOB: (mm/dd/yyyy)* / / |
| Patient Name: (First, Middle, Last)* | | Date of Birth: (mm/dd/yyyy)* / / | Relationship to Primary Subscriber: Self D Spouse D Dependent D |
| Alternate Address: (Street, City, State, Zip code) | | | |
| *If no alternate address is specified, correspondence and/or payment will be forwarded to the primary subscriber address on file with your health plan/insurance. | | | |
| Member Signature* | | Telephone Number () | ate |

Indicate reason for manually filing these claims (select one):

| |
|--|
| <input type="checkbox"/> D Coordination of Benefits – Claims must be submitted with pharmacy receipt(s) identifying copays paid <u>and</u> an Explanation of Benefits from the primary carrier (or prescription history from the pharmacy showing primary insurance payment) |
| <input type="checkbox"/> D Discount Card was used |
| <input type="checkbox"/> D Health plan/insurance information or insurance card not available at the time of purchase |
| <input type="checkbox"/> D Pharmacy not participating in network |
| <input type="checkbox"/> D Pharmacy unable to process claim electronically |
| <input type="checkbox"/> D I was administered a Part D covered vaccine in my physician’s office or clinic (cost for vaccine and administration fees must be listed separately) |
| <input type="checkbox"/> D Emergency – If Emergency, describe emergency below |

PART 2

| | | | | | |
|-------------------------------|---------------------|----------------|-------------------------|-------------|------------------------------------|
| RX Number | Date Filled* / / | New D Refill D | Quantity* | Day Supply* | National Drug Code (11 Digit)* |
| Medication Name and Strength* | | | Physician Name*: | | Physician NPI*: |
| RX Price* \$ | Co-pay* \$ | | Administration Cost* \$ | | |

Compound? DYes DNo (If yes, please identify NDC ingredients & quantity on the Compound Claim Form)

PART 3: Affix Pharmacy Label Here or Populate the Information:

| | | | | | |
|----------------|-------|-----|---------------------------|--|------|
| Pharmacy Name* | | | Pharmacy Telephone Number | | |
| Street Address | | | NPI* | | |
| City | State | Zip | Pharmacist Signature | | Date |



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MEDICARE PART D PRESCRIPTION DRUG CLAIM FORM

IMPORTANT CLAIM NOTICE

AL, AK, AZ, CT, DE, GA, ID, IL, IN, IA, KS, KY, LA, MA, MI, MN, MS, MO, MT, NE, NV, NH, NM, NC, ND, OH, OR, RI, SC, SD, VT, WI, WY Residents: WARNING – For your protection, state law requires the following statement to appear on this form. Any person who knowingly with intent to, or assist with intent to, injure, defraud, or deceive an insurance company, files a claim containing false, incomplete, or misleading information may be prosecuted under state law and subject to civil fines and criminal penalties. **Additionally, DE, ID, MN, NM, OH Residents:** Anyone who commits the above act is guilty of a crime/felony and may also be subject to fines and/or criminal penalties.

AR, CA, DC, FL, HI, MD, ME, OK, TN, TX, UT, VA, WA, WV Residents: WARNING – For your protection, state law requires the following statement to appear on this form. Any person who knowingly with intent to, or assist with intent to, injure, defraud, or deceive an insurance company, files a claim containing false, incomplete, or misleading information is guilty of a crime and may be subject to imprisonment, fines, and/or denial of insurance benefits. **Additionally, AR, CA, FL, MD, OK, TX, UT, WV Residents:** Anyone who commits the above act is guilty of a crime/felony and may also be subject to fines and/or confinement in prison.

CO Residents: WARNING – For your protection, state law requires the following statement to appear on this form. It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department or regulatory agencies.

NY Residents: WARNING – For your protection, state law requires the following statement to appear on this form. Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claims containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

PA Residents: WARNING – For your protection, state law requires the following statement to appear on this form. Any person who knowingly and with intent to injure or defraud any insurer files an application or claim containing any false, incomplete or misleading information shall, upon conviction, be subject to imprisonment for up to seven years and payment of a fine of up to \$15,000.

Puerto Rico Residents: WARNING – For your protection, we are required to print the following. Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefits, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation with the penalty of a fine of not less than five thousand dollar (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. If aggravating circumstances are present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.



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This information is available for free in other languages. Please call our customer service number at 1-877-672-8620. TTY/TDD 1-800-735-2900. Hours are daily, 8 a.m. to 8 p.m. Esta información está disponible gratis en otros idiomas. Por favor llame a nuestro número de servicio al cliente al 1-877-672-8620. TTY / TDD 1-800-735-2900. El horario es todos los días, 08 a.m.-8 p.m.

ATRIO Health Plans has PPO and HMO D-SNP plans with a Medicare Contract. Enrollment in ATRIO Health Plans depends on contract renewal