

CY 2013 Step Therapy File Record Layout

Required File Format = ASCII File - Tab Delimited

Do not include a header record

Filename extension should be “.TXT”

During the initial formulary submission period the file must include all Step Therapy Group Descriptions. All records must have ADD for the Change_Type.

After the initial formulary submission period the file must include only changes.

Field Name	Field Type	Maximum Field Length	Field Description	Sample Field Value(s)
ST_Change_Type	CHAR	3	<p>Defines the type of change that is being made to the Step Therapy File.</p> <p>During the initial formulary submission period, all rows must be “ADD.”</p>	<p>ADD = Add Group Description to file</p> <p>UPD = Change fields for an existing Group Description</p>
Step_Therapy_Group_Desc	CHAR Always Required	100	<p>Description of step therapy drug treatment group. Field should be repeated in the record based upon number of groups declared in Step_Therapy_Total_Groups in the Formulary File submission upload.</p> <p>Description of the step therapy group as it appears on the submitted formulary file. This field must exactly match the value entered in the Step_Therapy_Group_Desc field on the Formulary File.</p> <p>Note: For a given Rx CUI, each Group Description must be unique.</p> <p>Note: For each Step Therapy Group Description, there must be a Rx CUI with a Step Therapy Value equal to 1.</p>	<p>Step_Therapy_Group_Desc = “CHF Therapy”</p> <p>Step_Therapy_Group_Desc = “Angina Therapy”</p> <p>Step_Therapy_Group_Desc = “CVD Therapy”</p>
Step_Therapy_Criteria	CHAR Always Required	4000	Description of the criteria of the step therapy drug.	

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ST_Criteria_Change_Indicator	CHAR Always Required	1	If the ST criteria content did not change for this group description compared to CY 2011, please place a "0" in this field. If this group description is new, or the criteria content changed in any way, please place a "1" in this field".	
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Please Note: Certain characters are restricted from HPMS. The submitted file will be rejected if any of the following characters are included in any field: 1) greater than sign (>), 2) less than sign (<), and 3) semi-colon (;).