

# PA/ST Criteria Change Request Submission Link

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## Formulary Submission Start Page



The Formulary Submission module supports the electronic submission of all formulary-related data, including the formulary, prior authorization/step therapy, supplemental formulary files, attestations, and transition policies.

### Formulary Submission

#### CY 2020

##### Submission

- Submit New Formulary
- Revise Formulary
- Delete Formulary
- Submit New Transition Policy
- Revise Transition Policy
- P & T Committee Attestation
- PA/ST Attestation
- Submit PA/ST Criteria Change Request**
- Submit Partial Gap Coverage File
- Submit Free First Fill File
- Submit Home Infusion File
- Submit Indication - Based Coverage File
- Submit Value-Based Insurance Design File
- Submit OTC File
- Submit Excluded Drug File
- Submit MMP Additional Demonstration Drug File
- Submit Opioid Safety Edit
- Revise Opioid Safety Edit
- Submit/Revise Opioid Strategy

##### Administration

- Maintain Gate Dates
- Override Admin
- Formulary Unload Tool

##### Documentation

- Formulary Instructions
- Formulary Reference File
- Submission File Layouts
- OMB Clearance

#### CY 2019

## PA/ST Criteria Change Request Submission Page

### PA/ST Criteria Change Request - Upload

A field with an asterisk (\*) before it is a required field.

Step 1: View PA/ST Criteria Change Request File Layout

Step 2: View PA/ST Criteria Change Request Reason Codes

Step 3: Upload PA/ST Criteria Change Request tab delimited text file (.txt). If you are unsure of the file layout, Select "View PA/ST Criteria Change Request File Layout" to create the text file.

[View PA/ST Criteria Change Request File Layout](#)

[View PA/ST Criteria Change Request Reason Codes](#)

**\*Upload PA/ST Criteria Change Request Text File**