

CY 2025 PBP Data Entry System Screens

Rx Setup – Page 1

Rx Setup

Updated by STE TESTER on 12/4/2023 4:35:19 PM EST

Select the type of drug benefit ⓘ *

Enhanced Alternative

Select the component(s) of your pharmacy network: ⓘ

Retail *

Standard Retail

Standard/Preferred Retail

Mail-Order ⓘ *

No Mail-Order

Standard Mail-Order

Standard/Preferred Mail-Order

Long-Term Care *

Out-of-Network *

Unless sponsor's compliance is waived by the regulation, sponsor must comply with 42 CFR § 423.154 beginning January 1, 2013 regarding the appropriate dispensing of prescription drugs in long-term care (LTC) facilities. This section requires, among other things:

1. that certain drugs be dispensed to Part D enrollees in LTC facilities in no greater than 14-day increments;
2. that the use of uniform dispensing techniques as defined by each of the LTC facilities be permitted;
3. that information be collected and reported in a form and manner specified by CMS on the dispensing methodology used for each applicable dispensing event and on the nature and quantity of unused brand and generic drugs dispensed to Part D enrollees in LTC facilities;
4. that the total cost sharing for a Part D drug to which the LTC dispensing requirements apply must be no greater than the total that would be imposed if the requirements did not apply; and
5. that the terms and conditions offered by the sponsors to a network pharmacy must include provisions that address the disposal of drugs that have been dispensed to Part D enrollees in LTC facilities but not used and returned to the pharmacy, including whether credit and reuse is authorized.

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Rx Setup – Page 2

Unless sponsor's compliance is waived by the regulation, sponsor must comply with 42 CFR § 423.154 beginning January 1, 2013 regarding the appropriate dispensing of prescription drugs in long-term care (LTC) facilities. This section requires, among other things:

1. that certain drugs be dispensed to Part D enrollees in LTC facilities in no greater than 14-day increments;
2. that the use of uniform dispensing techniques as defined by each of the LTC facilities be permitted;
3. that information be collected and reported in a form and manner specified by CMS on the dispensing methodology used for each applicable dispensing event and on the nature and quantity of unused brand and generic drugs dispensed to Part D enrollees in LTC facilities;
4. that the total cost sharing for a Part D drug to which the LTC dispensing requirements apply must be no greater than the total that would be imposed if the requirements did not apply; and
5. that the terms and conditions offered by the sponsors to a network pharmacy must include provisions that address the disposal of drugs that have been dispensed to Part D enrollees in LTC facilities but not used and returned to the pharmacy, including whether credit and reuse is authorized.

Sponsor attests that it will comply with 42 CFR 423.154 *

Does this plan offer free first fill (i.e. \$0 copayment) for any drugs? If you select "Yes" you must upload a supplemental file through the Formulary Submission Module by Friday, June 9, 2023 at 11:59 am Eastern Time. ⓘ *

Yes No

Does this plan pay for over-the-counter-medications (OTCs) under the utilization management program? If you select "Yes" you must upload a supplemental file through the Formulary Submission Module by Friday, June 9, 2023 at 11:59 am Eastern Time. ⓘ *

Yes No

OTC Medication Attestation statement

- Per Chapter 4 of the Medicare Managed Care Manual, an MAO cannot offer the same OTC drug under both its Part C supplemental benefit and its Part D benefit. I attest any OTC drugs that are covered under Part C are separate and distinct from OTC drugs covered under Part D. *

Tiering

Number of tiers in the Part D benefit *



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Rx Setup – Page 3

Tiering

Number of tiers in the Part D benefit * ▼
7

Does this plan offer a tier model with an optional tier (Tier 7)? *

Yes No

Select the optional drug tier (Tier 7) *

Select Tier *
Supplemental Drugs ▼

Select Formulary Tier Model

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5	Tier 6
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Non-Preferred Brand	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Generic	Preferred Brand	Non-Preferred Brand	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Preferred Brand	Non-Preferred Drug	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Non-Preferred Drug	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Generic	Preferred Brand	Non-Preferred Drug	Injectable Drugs	Preferred Specialty Tier	Specialty Tier

What is your Formulary Exceptions Tier? ⓘ * ▼
Tier 4

Does this plan apply a second less expensive cost-sharing level for all generic drugs approved for formulary exceptions? *

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Rx Setup – Page 4

Select Formulary Tier Model

	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5	Tier 6
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Non-Preferred Brand	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Generic	Preferred Brand	Non-Preferred Brand	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Preferred Brand	Non-Preferred Drug	Injectable Drugs	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Preferred Generic	Generic	Preferred Brand	Non-Preferred Drug	Preferred Specialty Tier	Specialty Tier
<input type="radio"/>	Generic	Preferred Brand	Non-Preferred Drug	Injectable Drugs	Preferred Specialty Tier	Specialty Tier

What is your Formulary Exceptions Tier? *

Does this plan apply a second less expensive cost-sharing level for all generic drugs approved for formulary exceptions? *

Identify the lower level cost-sharing Formulary Exceptions Tier

Identify the lower level cost-sharing Formulary Exceptions Tier *

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Rx Cost Share – Page 1

Rx Cost Share

[Rx Characteristics](#)

Does this plan offer reduced Part D cost sharing as part of your supplemental Part D benefit? *

Yes No

Indicate the area(s) throughout the Part D benefit where the increase in actuarial value of benefits is reflected (select all that apply):

- Reduced Deductible
- Reduced Initial Coverage Phase cost shares

Describe how this plan fulfills the requirement to increase the actuarial value of benefits above the actuarial value of defined standard prescription drug coverage, consistent with 42 CFR 423.104(f)(1)(ii)(B)(2):

Notes *

0/500 characters

Does this plan charge the Medicare-defined Part D deductible amount (Deductible does not apply for covered insulin drugs and adult vaccines)? *

Yes No, Enter Amount No Deductible

Enter Deductible Amount *

\$

Does the Deductible apply to all tiers? *

Yes No

Indicate each tier for which the deductible will NOT apply (select all that apply, please note that the deductible will not apply to any of the drugs on each tier selected):

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Rx Cost Share – Page 2

Does the Deductible apply to all tiers? *

Indicate each tier for which the deductible will NOT apply (select all that apply, please note that the deductible will not apply to any of the drugs on each tier selected):

- Tier 1 - Preferred Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Drug
- Tier 4 - Injectable Drugs
- Tier 5 - Preferred Specialty Tier
- Tier 6 - Specialty Tier
- Tier 7 - Supplemental Drugs

Is the cost sharing for drugs to which the deductible does not apply the same as the Initial Coverage Phase cost sharing? *

Indicate the type of cost-sharing structure for these drugs until the deductible is met:

Select structure *

Indicate the Out-of-Network (OON) cost sharing structure for this plan: ⓘ *

- Standard Retail Copay/Coinsurance (no differential)
- Standard Retail Copay/Coinsurance plus a differential between the OON billed charge and the Standard Retail allowable
- Standard Retail Copay/Coinsurance with limited day Supply

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Rx Cost Share – Page 3

Indicate the Out-of-Network (OON) cost sharing structure for this plan: ⓘ *

- Standard Retail Copay/Coinsurance (no differential)
- Standard Retail Copay/Coinsurance plus a differential between the OON billed charge and the Standard Retail allowable
- Standard Retail Copay/Coinsurance with limited day Supply
- The plan's network cost sharing plus the differential between the OON billed charge and network allowable, with a limited days supply

Does this plan cover excluded drugs as part of supplemental coverage (e.g., drugs used to treat erectile dysfunction)? (If you select "Yes" to "Do you cover excluded drugs as part of your supplemental coverage (e.g., drugs used to treat erectile dysfunction)?", you must indicate these specific medications in a flat file which must be uploaded through the Formulary Submission Module by Friday, June 9, 2023 at 11:59 am Eastern Time.) *

Yes No

How does this plan apply cost sharing before the Medicare Part D Annual Out-of-Pocket cost threshold?

Select method *

For excluded drugs only, how does this plan apply cost sharing beyond the Medicare Part D Annual Out-of-Pocket cost threshold?

Select method *

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Tier Locations – Page 1

Tier Locations

Updated by STE TESTER on 9/7/2022 4:22:37 PM EDT

[Rx Characteristics](#)

Standard Retail

Select the 1-month location supply for all tiers offered:

Select days for the 1-month supply *
30

Do you offer 2-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Brand
- Tier 4 - Specialty Tier
- Tier 5 - Vaccines (\$0 cost sharing)

Select the 2-month location supply for all tiers offered:

Select days for the 2-month supply *
60

Close Save and Close Save and Next

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Tier Locations – Page 2

Do you offer 3-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Brand
- Tier 4 - Specialty Tier
- Tier 5 - Vaccines (\$0 cost sharing)

Standard Mail-Order

Do you offer 1-Month supply? ⓘ *

Yes No

Do you offer 2-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand

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Tier Locations – Page 3

Standard Mail-Order

Do you offer 1-Month supply? ⓘ *

Yes No

Do you offer 2-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Brand
- Tier 4 - Specialty Tier
- Tier 5 - Vaccines (\$0 cost sharing)

Do you offer 3-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand

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Tier Locations – Page 4

Do you offer 2-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Brand
- Tier 4 - Specialty Tier
- Tier 5 - Vaccines (\$0 cost sharing)

Do you offer 3-Month supply? ⓘ *

Yes No

Indicate each tier for which the location supply applies: (Select all that apply) ⓘ

- Tier 1 - Generic
- Tier 2 - Preferred Brand
- Tier 3 - Non-Preferred Brand
- Tier 4 - Specialty Tier
- Tier 5 - Vaccines (\$0 cost sharing)

CY 2025 PBP Data Entry System Screens

Tier Setup Screen (Sample for Tier 1 with Preferred Generic)

Tier 1 - Preferred Generic Rx Characteristics

Updated by STE TESTER on 9/8/2023 11:31:46 AM EDT

Formulary Tier Model

Preferred Generic, Generic, Preferred Brand, Injectable Drugs, Preferred Specialty Tier, Specialty Tier, Supplemental Drugs

Select Tier Drug Type(s) ⓘ

Generic

Brand

Tier Includes *
Part D Drugs & Excluded Drugs

Standard/Preferred Retail

Select days for 1-month supply ⓘ 30

Select days for 2-month supply ⓘ 60

Select days for 3-month supply ⓘ *

Standard Mail-Order

Select days for 1-month supply ⓘ *

Select days for 2-month supply ⓘ *

Select days for 3-month supply ⓘ

Long Term Care

Select days for long-term care supply ⓘ *

31

Out of Network

Select days for out of network 1-month supply ⓘ

30

Close Save and Close Save and Next

CY 2025 PBP Data Entry System Screens

Initial Coverage Phase Screen (Sample for Tier 1 with Preferred Generic) – Page 1

Tier 1 - Preferred Generic Rx Characteristics

Preferred Generic, Preferred Brand, Non-Preferred Drug, Injectable Drugs, Preferred Specialty Tier, Specialty Tier, Supplemental Drugs

Initial Coverage Phase

Cost-Share Structure *
 Greater of Coinsurance and Copayment

Standard/Preferred Retail Cost Sharing

Standard Retail

1-Month Supply	2-Month Supply	3-Month Supply
Select days for 1-month supply 30	Select days for 2-month supply 61	Select days for 3-month supply 91
Coinsurance 1-month supply *	Coinsurance 2-month supply *	Coinsurance 3-month supply *
Copayment 1-month supply * \$	Copayment 2-month supply * \$	Copayment 3-month supply * \$
Average Expected Cost-Sharing Amount * \$		
Daily Copayment 1-month * \$		

Preferred Retail

1-Month Supply	2-Month Supply	3-Month Supply

CY 2025 PBP Data Entry System Screens

Initial Coverage Phase Screen (Sample for Tier 1 with Preferred Generic) – Page 2

Preferred Retail		
1-Month Supply	2-Month Supply	3-Month Supply
Select days for 1-month supply _____ 30	Select days for 2-month supply _____ 61	Select days for 3-month supply _____ 91
Coinsurance 1-month supply * _____	Coinsurance 2-month supply * _____	Coinsurance 3-month supply * _____
Copayment 1-month supply * _____ \$	Copayment 2-month supply * _____ \$	Copayment 3-month supply * _____ \$
Average Expected Cost-Sharing Amount * _____ \$		
Daily Copayment 1-month * _____ \$		
Are all of the drugs on your formulary for this tier available with an extended day supply? ⓘ *		
<input checked="" type="radio"/> Yes <input type="radio"/> No		
Are any of the drugs available with an extended day supply for this tier limited to a 1-month supply for the first fill? *		
<input type="radio"/> Yes <input checked="" type="radio"/> No		

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Initial Coverage Phase Screen (Sample for Tier 1 with Preferred Generic) – Page 3

Standard Mail Order Cost Sharing

1-Month Supply	2-Month Supply	3-Month Supply
Select days for 1-month supply 30	Select days for 2-month supply 61	Select days for 3-month supply 90
Coinsurance 1-month supply * 15%	Coinsurance 2-month supply * 15%	Coinsurance 3-month supply * 10%
Copayment 1-month supply * \$ 50.00	Copayment 2-month supply * \$ 20.00	Copayment 3-month supply * \$ 35.00
Daily Copayment 1-month * \$ 1.67		

Long Term Care

Select days for long-term care supply
31

Coinsurance 1-month supply *
10%

Copayment 1-month supply *
\$10.00

Daily Copayment 1-month *
\$ 0.32

Out of Network

Select days for out of network 1-month supply
30

Close Save and Close Save and Next

CY 2025 PBP Data Entry System Screens

Initial Coverage Phase Screen (Sample for Tier 1 with Preferred Generic) – Page 4

Long Term Care

Select days for long-term care supply

Coinsurance 1-month supply *

Copayment 1-month supply *

Daily Copayment 1-month *

Out of Network

Select days for out of network 1-month supply

Coinsurance 1-month supply *

Copayment 1-month supply *

CY 2025 PBP Data Entry System Screens

Post OOP Screen (Sample for Tier 1 with Preferred Generic)

Tier 1 - Preferred Generic Rx Characteristics

Preferred Generic, Generic, Preferred Brand, Injectable Drugs, Preferred Specialty Tier, Specialty Tier, Supplemental Drugs

Post OOP

How does this tier apply cost-sharing for excluded drugs beyond the Medicare Part D Annual Out-of-Pocket threshold?

Excluded Drugs Cost-sharing Method *
Alternate cost sharing

Cost-Share Structure *
Greater of Coinsurance and Copayment

Coinsurance *

Copayment *
\$

CY 2025 PBP Data Entry System Screens

Medicare Rx Attestations

Medicare Rx Attestations

[Rx Characteristics](#)

Sponsors who utilize a coinsurance cost-share structure are required to enter the average expected cost-sharing amount. The average expected cost-sharing amount represents the average expected cost-sharing amount in dollars that a beneficiary would be expected to pay at a network retail pharmacy for a one month supply of drugs.

Average Expected Cost-Sharing Attestation

I attest that the values entered have been reviewed by the plan's certifying actuary and are accurate. *

IRA Vaccination Attestation

I attest that there is no deductible and no cost sharing for an adult vaccine recommended by the Advisory Committee on Immunization Practices (ACIP). There is no enrollee cost sharing on the ingredient cost of the vaccine submitted on the prescription drug event (PDE) record, or any associated sales tax, dispensing fee, or vaccine administration fee, regardless of tier placement or benefit phase. The applicable vaccines will be designated as such on the beneficiary-facing formulary model documents. *

[Close](#) [Save and Close](#) [Save and Next](#)

CY 2025 PBP Data Entry System Screens

Rx Notes

Rx Notes Rx Characteristics

NOTE: The Medicare Rx notes field should ONLY be used when required to clarify information that cannot otherwise be entered into the PBP. Generally, there should be little or no need to enter any information in the notes field and therefore this field should only be completed for unusual circumstances. For more information refer to the on-screen label on the Medicare Rx notes screen. This field is limited to 225 characters.

The following should not be included in the Medicare Rx Notes field:

- 1) Statements that may reduce any Part D benefits;
- 2) Redundant information that is either contained elsewhere in the PBP or in a Part D requirement;
- 3) Information concerning excluded drugs or OTC items (these must be submitted in the Excluded Drugs or OTC Supplemental files);
- 4) Statements concerning Out-of-Network coverage and cost sharing; or
- 5) Information that is not related to Part D benefits.

It is the Part D sponsor's responsibility, both before and after bid approval, to ensure that the information included in the Medicare Rx notes section complies with the requirements above. Once bids are approved, additions to the notes field during the plan corrections period will not be allowed.

Rx Notes

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Rx Insulin

Rx Insulin

[Rx Characteristics](#)

Select all tiers that currently contain an insulin product and any tiers where an insulin product may be added midyear. The exception tier is required to be included in the event a formulary exception is approved for an insulin product.

Indicate which tiers have insulin drugs (Select all that apply):

- Tier 1 - Preferred Generic
- Tier 2 - Generic
- Tier 3 - Preferred Brand
- Tier 4 - Non-Preferred Drug

CY 2025 PBP Data Entry System Screens

Rx Insulin Tier Screen (Sample for Tier 1 – Preferred Generic) – Page 1

Tier 1 - Preferred Generic Rx Characteristics

Preferred Generic, Generic, Preferred Brand, Non-Preferred Drug

Rx Insulin

Standard/Preferred Retail

Standard Retail

1-Month Supply

Select days for 1-month supply

Initial Coverage Phase 1-month Copayment

Copayment 1-month supply *

Preferred Retail

1-Month Supply

Select days for 1-month supply

Initial Coverage Phase 1-month Copayment

Copayment 1-month supply *

Standard Mail-Order

1-Month Supply

Select days for 1-month supply

CY 2025 PBP Data Entry System Screens

Rx Insulin Tier Screen (Sample for Tier 1 – Preferred Generic) – Page 2

Standard Mail-Order

1-Month Supply

Select days for 1-month supply

Initial Coverage Phase 1-month Copayment

Copayment 1-month supply *

Long-Term Care

Select days for 1-month supply

Initial Coverage Phase 1-month Copayment

Copayment 1-month supply *

Out-of-Network

Select days for other supply

Out-of-Network Initial Coverage Phase 1-month Copayment

Copayment 1-month supply *