MCKESSON Canada



Unpaid Copay for NLPDP and NIHB COB Claims with SSF

Submitting the Copay PseudoDIN

On December 7, 2023, Indigenous Services Canada identified a potential issue with claims coordinated between Newfoundland and Labrador Prescription Drug Program (NLPDP) and Non-Insured Health Benefits (NIHB). When a special service fee is submitted and fully covered by NLPDP, NIHB may not reimburse the correct copay amount. If you encounter this scenario, you can submit a claim for the unpaid copay amount to NIHB, provided the medication is an open benefit under NIHB.

This document outlines how to submit the copay pseudoDIN in PharmaClik Rx for the situation described above. The first two parts are a one-time setup. The third part describes how to bill the claim.

Part 1: Setting Up the Drug Folder

Creating the Custom Class

A Custom Class will be used in a Pricing Rule to zero the dispensing fee and markup for the NIHB copay claims. You can also use the Custom Class for reporting purposes by specifying it as a report criterion.

- 1. Select More > List Maint.
- 2. From the dropdown, select **Custom Class**.
- 3. Select Add.
- 4. In the new row, enter "NIHB Unpaid Copay" as the **Description**.
- 5. Select OK.

Creating the Drug Folder

You must create a freeform Drug Folder to be used in the NIHB copay claim.

- 1. Select the **Drug** navigator button. The Drug Search window opens.
- 2. Select **New** to create a new Drug Folder.
- 3. Enter the following information:
 - Generic and Trade (e.g., NLPDP and NIHB Unpaid Copay)
 - Schedule = Schedule I
 - **DIS Type** = Non-DIS
 - Route = Oral
- 4. Select the **Alternatives** tab.

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Questions? Contact PTS Customer Care ptscustomercare@mckesson.ca 1.800.387.6093



- 5. In the Custom Class section, select **Add**.
- Enter the following information in the new row:
 - Third Party Plan = Non-Insured Health Benefits - All
 - **Custom Class** = NIHB Unpaid Copay
- 7. Select the **Inventory** tab.
- 8. In the Packs Available section, select Add.
- 9. Enter the following information in the Pack Size window:
 - Pack Size = 1
 - Monitor = unchecked
 - **Supplier** = McKesson Newfoundland
 - Item # = 12345
 - Supplier Price (pk) = 0
 - Acq Cost (pk) = 0
- 10. Select Save.

Adding the NIHB TP Rule

Since a freeform Drug Folder is automatically assigned a negative PIN, the copay pseudoDIN must be entered as a TP Rule.

- 1. Open the Drug Folder created above.
- 2. Select **TP Rules**.
- 3. Select Add.
- 4. Enter the following information in the new row.
 - Third Party = Non-Insured Health Benefits
 - **TP Plan** = All
 - **Pack Size** = 1 Inv # 1
 - **PIN** = 91500052
- 5. Select Save.

Part 2: Setting Up the Pricing Rule

The NIHB copay claim must be submitted with only a cost. To automatically zero the dispensing fee and markup, a Pricing Rule must be created for the NIHB Unpaid Copay Custom Class.

- 1. Select More > Pharmacy> Pricing.
- 2. Highlight the Non-Insured Health Benefits row.



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3. Select Add CC.

- 4. Search for and select NIHB Unpaid Copay.
- 5. In the NIHB Unpaid Copay row, enter the following:
 - Fee = \$0
 - **Markup** = 0%
- 6. Select **Save**.

Part 3: Submitting the NIHB Copay Claim

Before submitting the NIHB copay claim, you must manually adjust the cost to reflect the unpaid copay amount from the original prescription. This information can be found in the Claim Summary window.

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NOTE: To open the Claim Summary window, detail the prescription from the Workbench or Patient Profile. Select the magnifying glass 🖄 in the Price section and then select the **Claim Summary** tab.

- 1. From the Workbench or Patient Profile, select New.
- 2. Enter information in the New Prescription window:
 - Patient
 - Drug = freeform drug created in Part 1
 - **Doctor** = original prescriber
 - Qty Auth = 1
 - Qty = 1
 - **SIG** = reference the prescription number of the original claim
 - Days Supl = 1
- 3. Select **Process Now**. When the prescription opens in Rx Detail, you will be prompted that the drug has no cost.
- 4. Ensure the **Bill** field only contains IA and CA.
- 5. Select the magnifying glass $\overline{10}$ in the **Price** section.
- 6. Under the **Requested Cost & Fee** tab, enter the unpaid copay amount in the **Cost Before Markup** field.

* Pricing Details : JOHNSON, ERIC IA/CA NLPDP AND	NIHB UNF	PAID COPA	Y		×
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- 7. Select OK.
- 8. Select Fill.

