

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**.

Description	Custom
NIHB Unpaid Copay	<input type="checkbox"/>
All	<input type="checkbox"/>
Abbot Reimbursement Program	<input type="checkbox"/>
ABDL	<input checked="" type="checkbox"/>
ADBL	<input type="checkbox"/>
Aerochamber	<input type="checkbox"/>
Analgesics	<input checked="" type="checkbox"/>
Antibiotics	<input checked="" type="checkbox"/>
Auto Control Meter	<input type="checkbox"/>
Base Price	<input type="checkbox"/>
Bayer Meters	<input type="checkbox"/>
BCP	<input checked="" type="checkbox"/>
Blood Glucose Test Strip	<input type="checkbox"/>
Brand-RBS	<input type="checkbox"/>
Cognitive Fee	<input checked="" type="checkbox"/>
Contour Strips	<input checked="" type="checkbox"/>

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.

Free Form

Generic: NLPDP AND NIHB UNPAID CO PseudoDIN
Trade: NLPDP AND NIHB UNPAID CO PseudoDIN
TaLL MaN:
Ther Class: MISCELLANEOUS
Schedule: Schedule I
Drug Form:
Colour:
Default SIG:
Enterprise:
Expiry:
Lot #:
DIS Type: Non-DIS
Route: ORAL
Print: Generic &
Auto Disp: No auto-c
Mfr:
Prov \$:
Strath:
Innovator
Narcotic
Reportable
Shrink Label
Mixture
High Alert
Capped Mfr \$
Opioid
OTC
PFS

Last McKesson:
Block Updates:
Last Rx Date: Dec 11, 2023
Inactive

Alerts



5. In the Custom Class section, select **Add**.
6. 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.



NOTE: If the row does not exist, highlight Pharmacy and then select Add TP. Search for and select Non-Insured Health Benefits to add the row to the Pricing grid.



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.



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  in the **Price** section.
6. Under the **Requested Cost & Fee** tab, enter the unpaid copay amount in the **Cost Before Markup** field.

Requested Cost & Fee		Claim Summary			
Total Drug Cost Calculations:	DIN	Quantity	Cost Method	Unit Cost	Drug Cost
NLPDP AND NIHB UNPAID COPAY		-4	1.0000 N/A	\$0.0000	
Total:		1.0000			\$0.0000

Cost Calculations:				Base Cost: \$0.0000
Quantity 0 - 0	% * Dispensing Fee = \$	% * Base Cost = \$	Fixed \$	
Quantity 0 - 0	0.00%	\$0.00	0.00%	\$0.00
Cost \$0.0000 - \$0.0000	0.00%	\$0.00	0.00%	\$0.00
Days Supply 0 - 0	0.00%	\$0.00	0.00%	\$0.00
				= Variable Cost: \$0.0000
Min. of (Based Cost + Variable Cost or Cost Cap: \$99999.9900) + \$0.0000				Cost Before Markup: 5.38
Min.(Cost Bef. Mkup. + Mix Chg. * 0.01% = \$0.0000 or Mkup. Cap: \$99999.0000) + \$0.0000= Markup:				\$0.00
				Cost Before Markup + Markup = Cost: \$0.00

Fee Calculations:				Dispensing Fee: \$0.0000
Quantity 0 - 0	% * Dispensing Fee = \$	% * Base Cost = \$	Fixed \$	
Quantity 0 - 0	0.00%	\$0.00	0.00%	\$0.00
Cost \$0.0000 - \$0.0000	0.00%	\$0.00	0.00%	\$0.00
Days Supply 0 - 0	0.00%	\$0.00	0.00%	\$0.00
				= Variable Fee: \$0.0000
Min. of (Dispensing Fee + Variable Fee = \$0.0000 or Fee Cap: \$99999.0000) + \$0.0000 = Prof. Fee:				\$0.00
Fixed Mixing Charge: \$0.0000 + (Minutes: 0 * Minute Charge: \$0.0000) + \$0.0000 = Mixing Charge:				\$0.00
<input type="checkbox"/> Capitation <input type="checkbox"/> Fee For Service <input type="checkbox"/> Save Price Changes				Prof. Fee + Mixing Charge = Fee: \$0.00 Special Services Fee: \$0.00 Taxes: \$0.00 Total: \$0.00 0.00% Gross Profit: \$0.00

7. Select **OK**.
8. Select **Fill**.

