

## Frequently Asked Questions

MISSING/INVALID INFORMATION	WHAT TO DO?
<b>Days' Supply</b>	Days' supply is the number of days medication is to be taken. This is not the quantity of medication dispensed. See below for quantity. Contact your pharmacy to obtain a new receipt or itemized printout that includes the days' supply in addition to the quantity and directions for use. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. As an alternative, you may contact your pharmacy for this information and write it on the claim form by hand.
<b>National Drug Code (NDC) Number</b>	The NDC number is a unique 11-digit number assigned to each medication by the U.S. Food and Drug Administration (FDA). Contact your pharmacy to obtain a new receipt or itemized printout that shows the NDC number. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. As an alternative, you may contact your pharmacy for this information and write it on the claim form by hand.
<b>Original Receipts</b>	Contact your pharmacy to obtain a new receipt or itemized printout. Please make sure the receipt or itemized printout includes the patient's name, prescription number, date filled, dispensing pharmacy name and address, drug name, strength/form, quantity, ingredient cost, gross amount due, days' supply and price. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. An original cash register receipt is acceptable for diabetic supplies.
<b>NPI, NCPDP or NABP Number</b>	The National Council for Prescription Drug Programs (NCPDP) or National Boards of Pharmacy (NABP) number is the unique number assigned to each pharmacy. A National Provider Identifier (NPI) is a 10 digit numerical identifier for providers of health care services. It is national in scope and unique to the provider. Contact your pharmacy to obtain a new receipt or itemized printout with their valid pharmacy number. Contact your doctor to obtain his or her NPI. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. You also may write this information on the claim form by hand.
<b>Member ID Number</b>	Your member ID number is found on your prescription ID card. Your member ID can't be located or matched in our system. Please provide the member ID number that was valid on the date the pharmacy filled the prescription. Always ensure the member ID is correct on the claim form you submitted. If you have additional questions, call the toll-free number on your prescription ID card.
<b>Prescription Number</b>	Every prescription is assigned a unique prescription number (Rx#) by the pharmacy. Contact your pharmacy to obtain a new receipt or itemized printout that includes the prescription number. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. As an alternative, you may contact your pharmacy for this information and write it on the claim form by hand.
<b>Date of Fill</b>	Date of fill is the date the pharmacy filled the prescription. Contact your pharmacy to obtain a new receipt or itemized printout that includes the date the prescription was filled. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing.
<b>Quantity</b>	Quantity is the total number of tablets, milliliters or grams of medication that was dispensed. Contact your pharmacy to obtain a new receipt or itemized printout that includes the quantity of your prescription. Once you have the receipt or itemized printout, please resubmit the original claim form and receipt or itemized printout for processing. You also may contact your pharmacy for this information and write it on the claim form by hand.

To avoid or reduce the likelihood of having to submit a paper claim in the future:

- Have your card available at the time you pick up your prescription
- Use a pharmacy that is within the network chosen by your plan sponsor
- Consider medication from your Preferred Drug List
- Refer to the claim form for required information

**Please note:** Submission of the requested information does not guarantee payment of your claim.