



Federal Employee Program.

Fax completed form to: 1-855-633-7673
Questions, please call: 1-855-344-0930
24 hours a day 7 days a week
TTY users call: 711

Important Information about Prescription Drug Coverage

To: _____ From: _____

Fax: _____ Pages: _____

Re: Request for a Lower Copay (Tiering Exception): Please Respond.

- Please complete the attached Request for a Lower Copay* (Tiering Exception Form).
- To prevent delays in the review process please complete all requested fields.
- Completed forms should be faxed to: 1-855-633-7673. It is not necessary to fax this cover page.

Information about this Request for a Lower Copay (Tiering Exception)

Use this form to request coverage of a brand or generic in a higher cost sharing tier at a lower cost sharing tier. Certain restrictions apply.

To process this request, documentation that all of drugs to treat the same medical condition on the lower cost sharing tier would not be as effective or would have adverse effects must be provided. Please provide clinical information or other evidence to support the medical necessity of the drug on the higher cost sharing tier, including previous drugs attempted for this patient's condition. Please note: **Tiering exceptions cannot be requested for non-formulary drugs approved under the formulary exception process, drugs in the specialty tier, or brand-name drugs at the price of a generic drug.**

You can make an expedited request by indicating this at the top of the attached form. If you request an expedited review and sign the attached form, you certify that applying the 72 hour standard review time frame may seriously jeopardize the life or health of the member or the member's ability to regain maximum function.

Information on the attached form is protected health information and subject to all privacy and security regulations under HIPAA.

* Copay, copayment or coinsurance means the amount a plan member is required to pay for a prescription in accordance with a Plan, which may be a deductible, a percentage of the prescription price, a fixed amount or other charge, with the balance, if any, paid by a Plan.

Member privacy is important to us. Our employees are trained regarding the appropriate way to handle our members' private health information.

CONFIDENTIALITY NOTICE: This communication and any attachments may contain confidential and/or privileged information for the use of the designated recipients named above. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution or copying of it or its contents is prohibited. If you have received this communication in error, please notify the sender immediately by telephone and destroy all copies of this communication and any attachments.

Request for a Lower Copay (Tiering Exception)

☐ Request Expedited Review

Patient Information

Name: _____

Member ID: | | | | | | | | | | | | | | | |

Medicare ID: | | | | | | | | | | | | | | | |

Date of Birth: ____/____/____ Sex: M/ F(Circle One)

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Nursing Home Resident? YES / NO (Circle One)

Home Care Patient? YES / NO (Circle One)

Prescriber and Pharmacy Information

Name: _____

Specialty: _____

DEA: | | | | | | | | | | | | | | | |

NPI: | | | | | | | | | | | | | | | |

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____ Fax: _____

Pharmacy Name: _____

NCPDP: | | | | | | | | | | | | | | | |

NPI: | | | | | | | | | | | | | | | |

Phone: _____ Fax: _____

All items below this line are for Physician Use Only

Information for Requested Drug

Drug Name: _____ Drug Requested: Brand / Generic (Circle One)

Strength: _____ Dosage: _____ 30 Day Qty. _____ Drug: Newly Prescribed / Refill (Circle One)

Directions: _____ Diagnosis: _____

ICD-10 Code: _____ Standard Reviews will be completed in under 72 hours. An expedited review is available if you certify that a standard review time frame will seriously jeopardize the health of your patient. To request an expedited review, simply indicate at the top of this page.

Request for a Lower Copay (Tiering Exception) Criteria

Medical Justification: Please provide medical justification for requesting a lower copay (tiering exception) for a brand or generic drug in a higher cost-sharing tier. Please address why all formulary alternatives on any lower tier of the formulary for treatment of the same condition would not be effective or would cause adverse effects. List previous drugs and doses attempted for this patient, condition and dates or approximate dates or duration of treatment (if known). Document adverse effects requiring discontinuation and/or reason for perceived ineffectiveness. Attach additional pages if necessary.

☐ If all lower-tier agents would not be effective, please specify prior treatment failures.

☐ If all lower-tier agents would have adverse effects, please specify prior adverse effect history.

☐ If patient preference for higher-tier drug, please provide your clinical rationale.

☐ If no available lower-tier alternatives have been previously tried, please check this box.

I attest that the information provided on this form is true and accurate as of this date.

Prescriber's Signature _____ Date: _____