

Please review the following LTC guidelines and procedures that impact Medicare Part D.

LTC Prescription Drug Services guidelines

Participating Pharmacies that provide Prescription Drug Services to Covered Persons in an LTC facility must adhere to following guidelines:

- Claims must be billed in 31 day increments and no more than once per month unless the claim meets the Short Cycle Dispensing requirements.
- Seven-day unit packages must be logged and billed no more than once per month.
- OTC products must be dispensed in the original container, and may not be priced higher than the shelf price.
- Items that are normally supplied by the LTC facility on a per-diem basis, such as test strips and syringes, are not billable to Prime.
- Unique dispensing methods (such as tray changes every two or seven days) do not justify additional dispensing fees. One dispensing fee per month is reimbursable except when the product is delivered to an LTC facility.
- Participating Pharmacies must maintain a delivery log to acknowledge delivery and should include:
 - Prescription number
 - Date of fill
 - Delivery date
 - Signature of Covered Person(s) receiving medication
 - Receipts and other documentation showing the copay (if applicable) was paid by the Covered Person or their representative

Medicare Short Cycle Dispensing LTC guidelines and procedures

Participating Pharmacies servicing LTC facilities must dispense solid oral doses of brand-name drugs to Medicare Part D Covered Persons residing in LTC facilities in no greater than 14 day increments, except to the extent such requirements have been waived as specified by applicable Medicare regulations, in accordance with 42 CFR 423154.

Prime will reject claims or services provided to members residing in LTC facilities that are submitted with invalid or missing Short Cycle Claim combinations.

The following fields must be submitted on all LTC Short Cycle Claim submissions:

- NCPDP Field 147-U7 Pharmacy Service Type - must be 05 (LTC Pharmacy Services)
- NCPDP Field 307-C7 Place of Service – must be 01- Pharmacy
- NCPDP Field 384-4X Patient Residence – must be 02, 03 or 04
- NCPDP Field 997-G2 CMS Part D Defined Qualified Facility

Please visit Prime's website at primetherapeutics.com for detailed processing requirements.

Prime's Pharmacy Audit department will audit these claims during on-site audit visits and during claim reviews.

If you have any questions, please contact the Pharmacy Audit Department at pharmacyaudit@primetherapeutics.com.