

PASSPORT News



SUPPORTING OUR PROVIDER PARTNERS THROUGH COMMUNICATION AND COLLABORATION



NOTICE: Important Information for Pharmacy Providers Effective 4/1/2014

DATE: March 7, 2014

To: All Passport Health Plan Pharmacy Providers

Background: Effective **April 1, 2014**, Passport Health Plan's Pharmacy Benefit Management (PBM) administrator will change. Magellan Pharmacy Solutions (Magellan) will assume administrative operations, replacing the current administrating company, Perform Rx. At that time, pharmacies will submit claims for payment through the new PBM system. The new system will provide point-of-sale (POS) claims processing.

Important Web Training Available Soon for Pharmacy Providers

Passport, in collaboration with Magellan, will be offering Web training opportunities to the pharmacy provider community to ensure a smooth transition. These training sessions will cover any changes to the program and/or claim processing procedures. Training sessions will be offered via Adobe Connect.

The training schedule is as follows:

Introduction to Magellan	
Tuesday, March 18, 2014 10:00 a.m. – 11:00 a.m. (CT) 11:00 a.m. – 12:00 p.m. (EST)	Wednesday, March 19, 2014 10:00 a.m. – 11:00 a.m. (CT) 11:00 a.m. – 12:00 p.m. (EST)
Thursday, March 20, 2014 2:00 p.m. – 3:00 p.m. (CT) 3:00 p.m. – 4:00 p.m. (EST)	Friday, March 21, 2014 2:00 p.m. – 3:00 p.m.(CT) 3:00 p.m. – 4:00 p.m. (EST)



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To register to attend a webinar, please contact the Training and Development department at MMATraining@MagellanHealth.com or call 1-800-424-7903. When registering for a webinar, please provide the following information:

- Name
- Pharmacy name
- National Provider Identifier (NPI)
- Phone #
- E-mail
- Date and time of webinar

Important Web Training Available Soon for Prescribers

We are also offering training opportunities to the prescriber community on a Web application registration tool, User Administration Console (UAC), and the new Pharmacy Web Prior Authorization (Web PA) tool. The Web PA tool will allow prescribers and their staff members to enter PAs for a participant, as well as determine if a drug requires a PA. To access Web PA, prescribers and their staff will need to register via the UAC application **on or after April 1st** at <https://kyphp.MagellanPharmacySolutions.com>. Training sessions for the UAC will be offered via Adobe Connect in two parts.

The training schedule is as follows:

UAC Part 1 – Registration and PIN Number	
Tuesday, April 8, 2014 10:00 a.m. – 11:00 a.m. (CT) 11:00 a.m. – 12:00 p.m. (EST)	Thursday, April 10, 2014 3:00 p.m. – 4:00 p.m.(CT) 4:00 p.m. – 5:00 p.m. (EST)
Wednesday, April 16, 2014 10:00 a.m. – 11:00 a.m. (CT) 11:00 a.m. – 12:00 p.m. (EST)	Thursday, April 17, 2014 3:00 p.m. – 4:00 p.m.(CT) 4:00 p.m. – 5:00 p.m. (EST)
UAC Part 2 – Managing User Access	
Thursday, April 17, 2014 10:00 a.m. – 11:30 a.m. (CT) 11:00 a.m. – 12:30 p.m. (ET)	Thursday, April 24, 2014 2:30 p.m. – 4:00 p.m.(CT) 3:30 p.m. – 5:00 p.m. (EST)

Details on Web PA training dates and times will be posted on the Web portal at a later date.

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Web Portal

The Pharmacy Web Portal will go live on **April 1, 2014**. This site does not require secure sign-on and is located at <https://kyphp.magellanpharmacysolutions.com/pharmacy>. Here users will have access to various training materials, the payer sheet, the ability to sign up for electronic fund transfers (EFT), and registration/access to an online tool to submit Prior Authorizations (WebPA).



Welcome to the Magellan Pharmacy Solutions

Pharmacy Portal

Home

Help

Contact Us

Welcome to the **Magellan Pharmacy Solutions Pharmacy portal**. This web portal provides access to tools and information that can assist in your administration of pharmacy benefits.

Payer Sheet



View or download a copy of the payer sheet **[Payer Sheet](#)**

Provider Manual



View or download our Provider Manual. This manual provides claims submission guidelines for the pharmacy program administered by Magellan Pharmacy Solutions. **[Provider Manual](#)**

Contract Request



[Contract Request](#) — Submit a request to be a provider in Magellan Pharmacy Solutions National Pharmacy Network.

Electronic Funds Transfer (EFT)



View procedures and requirements for receiving electronic funds transfer (EFT) and/or establishing a payment mailing address.

[EFT Instructions](#) | **[EFT Form](#)**

MAC Appeals



View procedures and requirements for submitting MAC appeals.

[MAC Appeal Instructions](#) | **[MAC Appeal Form](#)**

Need information about...?



[Coordination of Benefits](#)

— contains information about coordination of benefit processing.



[Prior Authorizations](#) —

reduce claim rejections by reviewing the steps for successful submission of claims requiring a PA. For assistance, call (800) 651-8921. **[PA Request Form](#)** **[WebPA](#)** (submit PAs online)



[ID Cards](#) — view sample card with key areas of information highlighted.



[Remittance Support](#) — view procedures and requirements for receiving electronic remittance advice (835) / establishing a payment mailing address. **[835 Form](#)**

Helpful Links

- [Food and Drug Administration](#)
- [Centers for Medicare and Medicaid](#)
- [National Council of Prescription Drug Plans](#)

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New Pharmacy Contract Requirement and Availability

With this transition, your pharmacy may need to execute a new Participating Pharmacy Contract or, if currently contracted with Magellan, will need to execute Passport Health Plan schedules and provide a Disclosure of Ownership, which will be mailed separately to your location. The paperwork must be completed in full and returned as per the instructions contained in the packet in order for

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your pharmacy to continue providing pharmacy services to Passport members after March 31, 2014. If you have not received a contract, please contact the Networks department at the contact information below.

If your pharmacy has a relationship with a chain organization or Pharmacy Services Administration Organization (PSAO), we will be working with these organizations during the transition.

Member Identification Cards

Eligible Passport Medicaid members will begin receiving new ID cards by April 1, 2014, with a new RxBIN number (i.e., 016523), and a new RxPCN number (i.e., 747). Beginning April 1, 2014, all new pharmacy claims must be processed using the newly assigned numbers. During this transition, members may have two cards, so please be sure to reference this new card beginning April 1.

Old Member ID Card Sample	New Member ID Card Sample
<p>PASSPORT HEALTH ★ PLAN</p> <p>NAME LASTNAME, FIRST M.</p> <p>KY MEDICAID ID# 0012345678 PASSPORT ID# 987654321</p> <p>DOB 01/10/08 GENDER F</p> <p>PRIMARY CARE PROVIDER (PCP) J. SMITH, MD PCP PHONE# 5025559090</p> <p>PERFORM RX/ARGUS BIN# 600428 PROCESSOR CONTROL# 02920000</p> <p>DO NOT LET OTHERS USE THIS CARD.</p>	<p>PASSPORT HEALTH ★ PLAN</p> <p>NAME SMITH, JANE M.</p> <p>KY MEDICAID ID# 0012345678 PASSPORT ID# 987654321</p> <p>DOB 01/10/08 GENDER FEMALE</p> <p>PRIMARY CARE PROVIDER (PCP) J. SMITH, MD PCP PHONE# 5025559090</p> <p>BIN# 016523 PCN# 747</p> <p>DO NOT LET OTHERS USE THIS CARD.</p>

Additional communications will be forthcoming as the transition from PerformRx to Magellan is completed.

Contact Information

If you have any additional questions, please contact:

Via e-mail: RxNetworksDept@magellanhealth.com

Phone: 1-800-441-6001

Fax: 1-888-656-4139