Prescription Drug Claim Form

This claim form can be used to request reimbursement of covered expenses. This form encompasses standard reimbursement requests, as well as requests for Compound Claims. If your drug is not a compound, some of the requested fields may not be applicable. ***Please allow up to two weeks for processing after we receive your claim.***

Please indicate the reason for your reimbursement request.

- ☐ I did not have my member ID card at the time of purchase.
- ☐ I was charged for medication(s) received during an urgent care/emergency visit.
- ☐ I was administered a Medicare Part D covered vaccine in my doctor's office.
- ☐ Primary coverage is with another insurance carrier. (Coordination of Benefits)
- ☐ Other: _____

Part 1: Member Information

1. Complete ALL information. Your ID Number can be located on the front of your member ID card.
2. Submit claims within the filing period specified by your Benefit plan. For questions about your filing period, please review your Member handbook or call the Customer Care number on your member ID card.
3. Please submit a separate form for each patient for whom you are submitting receipts.
4. Reimbursement will be made directly to the CARDHOLDER unless otherwise noted.

First Name	Last Name	MI
Telephone Number ( )	Date of Birth	Gender (Circle One) Male Female
ID Number	Subscriber's Employer (PCN)	
Mailing Address		
City	State	ZIP Code
Member Signature		Date Signed

Part 2: Pharmacy Information

1. Complete ALL information.
2. Please submit a separate form for each pharmacy from which you purchased medications.

Name		
Street Address		
City	State	ZIP Code
Pharmacy/or Provider of Service National Provider Number (NPI)		Telephone Number ( )

Part 3: Receipt Information

1. Include Proof of Payment with the original pharmacy receipt(s) or pharmacy printout(s). Cash Register Receipt(s) without pharmacy detail will not be accepted. Tape all receipt(s) to the bottom of this page. Please DO NOT staple.
    a. Compound medications must have at least 2 ingredients, and at least 1 ingredient must be a Federal legend (prescription) drug.
    b. All active ingredients must be covered as part of your formulary and all prescription information must be submitted.
2. Receipt(s) must contain the information outlined under Part 4. If your receipt(s) are missing any of this information, please have your pharmacist fill in the missing information.
3. Please provide the explanation of benefits (EOB) or denial letter from the primary insurance carrier if you have primary coverage with another insurance carrier.
4. An incomplete form may be denied, delayed or returned.
5. Receipts will not be returned. Please remember to keep a copy of the completed claim form and receipt(s) for your records.

Part 4: Drug Information: *This information should be listed in your original pharmacy receipt, pharmacy printout, or Medical Invoice. If the receipt or invoice is missing any of this information, please ask your pharmacist/or Medical Provider to help fill in the missing details. If you are unable to obtain the information we will attempt to contact your pharmacy.*

Rx Written Date	Diagnosis Code and Description	Medication Name
Date Rx Filled	Final Form of Compound (cream, patches, suppository, suspension, etc.)	
Rx Number	Quantity	Day Supply

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National Drug Code	Total Volume (grams, ml, each, etc.)	
Prescriber First/Last Name		Prescriber NPI
Original Cost of Rx	Amount Primary Insurance Paid on Rx	Member Paid Amount

For Reimbursement of Compound Drug Preparation, see the table below.
Please indicate the time spent preparing the compound drug in the Receipt Information.

Time	Reimbursement
1 – 4 minutes	$15.00
5 – 14 minutes	$25.00
15 – 29 minutes	$35.00
30 -59 minutes	$50.00
60+ minutes	$75.00

Compound Ingredients

	Ingredient Name	Ingredient NDC	Metric Decimal Quantity	AWP/WAC (Ingredient Cost)
1				
2				
3				
4				
			Total Ingredient Cost	
			Preparation Time	
			Member Copay	

Reimburse (Circle One)	
Pharmacy	Member

Mail this form along with receipts to:
Navitus Health Solutions, LLC
PO BOX 999
Appleton, WI 54912-0999

Or Fax this form along with receipt to:
Toll Free 1-855-668-8550