



A Public Entity

Inland Empire Health Plan

PHARMACY TIMES

BY IEHP PHARMACEUTICAL SERVICES DEPARTMENT

October 13, 2020

Completion of a Request for Medication Coverage

Dear IEHP Provider,

Providing complete and accurate information when submitting a request for a medication that is Non-formulary, has PA or Step-Therapy criteria, or a Quantity Limit will allow for the timeliest review and decision of the request. Below is a quick guide to assist with providing all of the information needed to properly review a medication request.

Required Field	Description
Patient Information	Enter Member Name, Address, D.O.B., height, and weight.
Insurance Information	Enter Member IEHP I.D. Number.
Prescriber Information	Prescriber's Full Name, Specialty, Address, Phone Number, and Fax Number.
Medication/Medical and Dispensing Information	Medication Name, Strength, Frequency, Quantity, and if this is a new therapy or continuation. (If renewal is selected please enter the date therapy was initiated)
Has the patient taken any other medications for this condition?	List prior medications, indicating duration of therapy, and Response/Failure/Allergy.
Diagnosis	List the diagnosis that the medication is being used to treat. List any secondary diagnosis that is relevant to the request. <i>-CMS requires FDA approved (or medically accepted) diagnosis for Medicare Part D drugs-</i>
Clinical Information	-If member is unable to try a formulary drug please provide medical justification. -For example: Member is allergic -Provide any drug to drug interactions. -If member is exceeding quantity limit please provide medical justification. -Lab values appropriate for medication prescribed. For example: -Cholesterol for -statins (lipid lowering medications) -Hormone Level for hormone medications -Attach chart notes relevant to the request.
Prescriber Signature	Please sign the request prior to submitting.

If you have any additional questions, please feel free to contact us at (909) 890-2049 between 8:00 AM -5:00 PM Monday through Friday. Thank you for your attention to this matter.

Sincerely,
IEHP Pharmaceutical Services