



### Chickasaw Nation Employee Prescription Benefit Enrollment Form:

I am enrolling as an/on behalf of:

Employee  Dependent

**Name:**

First .....  
Middle .....  
Last .....  
Suffix .....

**Mailing Address:**

Street .....  
City ..... State .....  
Zip ..... County .....

**Physical Address:**  same as mailing address

Street .....  
City ..... State .....  
Zip ..... County .....  
Home Phone .....  
Cell Phone: .....  
Email: .....

Gender:  M  F

DOB: .....

Marital Status:  S  M  D  W

SSN: .....

DL or State ID Number: .....

DL or ID Expiration Date: .....

CN Insurance Plan ID: .....

Native American:  Y  N

If yes, tribal affiliation: .....

Tribal ID Number: .....

If no, other: .....

Prescription and non-prescription medication allergies:

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.....  
.....

Please let us know how you would like to receive  
your prescriptions:

Drive-thru  Mail Delivery

I am the parent/legal guardian of the applicant.  
(If checked, please complete section below)

**Name:**

First .....  
Middle .....  
Last .....  
Suffix .....  
DOB: .....

Please refer to the **Conditions of Participation** for eligibility  
and additional documents which need to be submitted along  
with this enrollment form.

***Under penalty of law, I hereby understand and agree to all  
Conditions of Participation and guidelines of the program.***

.....  
Applicant or legal guardian signature

.....  
Date

Mail or fax completed forms and prescriptions to:  
Chickasaw Nation Pharmacy Refill Center  
933 N Country Club Road  
Ada, OK 74820  
Fax: 580-421-8701



## Chickasaw Nation Employee Prescription Benefit (CN Emp-Rx Benefit) Conditions of Participation:

The CN Emp-Rx Benefit is only available through the Chickasaw Nation Pharmacy Refill Center (CN Refill Center) for Chickasaw Nation (CN) employees and their dependents currently enrolled in the Chickasaw Nation Employee Medical/Rx Insurance Plan (CN WebTPA/CerpassRx Medical/Rx Plan). All applicants need to provide:

- CN employee ID number
- copy of CN Employee Medical/Rx Insurance Plan card (CN WebTPA/CerpassRx Medical/Rx Plan)
- if Native American, please provide documentation of Native American heritage through a federally-recognized tribe via Certificate of Degree of Indian Blood or Certificate of Alaska Native Blood (both abbreviated CDIB)
- signed **Acknowledgement of Receipt of Notice of Privacy Practices** form (all participants)

The **Acknowledgment of Receipt of Notice of Privacy Practices** portion of the application needs to be completed, signed and returned or submitted with the CN Emp-Rx Benefit application (via paper or online application).

In the event an employee or dependent's legal name does not match the name on file with the CN Benefits Department, the name discrepancy must be resolved with the Benefits Department before eligibility can be determined.

Prescriptions filled and dispensed by the CN Refill Center are provided at no cost to employees and their dependents currently enrolled in the CN Medical/Rx Insurance Plan. To provide medications at no cost, generic medications (if bio-equivalent generic is available) and lower-cost generic alternatives are utilized (see **Generic Drug Information**) unless there is a provider-based medical reason as to why a medication substitution should not be allowed.

Patients may choose mail delivery or use the drive-thru to pick up their medications. Controlled substance (CDS) medications are not eligible for mail service and must be picked up at the CN Refill Center.

All prescriptions are subject to policies, terms, limitations and conditions of the CN Employee Medical/Rx Insurance Plan, along with any clinical and utilization management programs currently associated with the plan. All determinations regarding the filling and dispensing of medications is at the sole discretion of the CN Refill Center in accordance with the policies, terms, limitation and conditions of the CN Employee Medical/Rx Insurance Plan.

Individual prescriptions may be subject to review in cases of non-approval or non-payment. Please consult the CN Employee Medical/Rx Insurance Plan Basic Drug List located on the WebTPA Member Web Portal to verify medication exclusions and limitations.

Medications **NOT** covered under the CN Emp-Rx Benefit:

- compounded medications or substances, investigational drugs and over-the-counter (OTC) drugs
- non-formulary medications (medications not listed on the CN Employee Medical/Rx Insurance Plan Basic Drug List)

Most maintenance medications are eligible for up to a 90-day supply of medication (see the **General Limitations to 90-day Supply of Basic Drug List Maintenance Medications**). The CN Refill Center retains sole discretion in determining which medications are eligible for a 90-day supply and all prescriptions submitted for a 90-day supply are subject to review for patient safety and appropriateness of therapy. Typical medications eligible for a 90-day supply include maintenance medications taken on an ongoing basis for conditions such as high blood pressure, diabetes or high cholesterol. **Prescriptions must be written for a 90-day supply by the authorizing provider to be dispensed.**

Specialty drugs are typically high-cost prescription medications used to treat complex, chronic conditions like cancer, rheumatoid arthritis and multiple sclerosis. Specialty drugs often require special handling (e.g. refrigeration during shipping) and administration (such as injection or infusion). Specialty drugs might be covered through either medical or prescription drug insurance. Medications for self-injection at home or in a pill/capsule form are usually covered under the prescription drug benefit. Medications that must be administered at a doctor's office or an outpatient clinic are usually covered through the medical benefits portion of health insurance coverage.



Specialty medications are provided to employees and their dependents through the CN Emp-Rx Benefit if the specialty drug is:

- available for procurement (purchase) by the CN Refill Center
- listed on the CN Employee Medical/Rx Insurance Plan Specialty Drug List
- approved for use by WebTPA/CerpassRx (approval based step therapy and prior authorization requirements)

*In situations where a specialty medication is not available for procurement by the CN Refill Center, the staff will provide information on alternative options. Please contact the CN Refill Center at [CNRefillCenter@chickasaw.net](mailto:CNRefillCenter@chickasaw.net) for questions or inquiries.*

CDS prescriptions are **not** eligible for mail service and must be dispensed/picked up at the CN Refill Center. A valid form of identification is required for **both** the patient receiving the medication and the individual/agent picking up the medication pursuant to federal law and state of Oklahoma statutes.

The CN Refill Center accepts prescriptions which are written, phoned in, faxed or electronically prescribed. Prescription transfers are not accepted.

All prescriptions are subject to both federal and Oklahoma pharmacy laws and regulations. The CN Refill Center reserves the right to refuse to fill any prescription which poses a potential risk to a patient's safety, wellness or efficacy of treatment and any prescription deemed fraudulent or illegitimate.

#### **General Limitations to 90-day Supply of Basic Drug List Maintenance Medications:**

- CN Employee Medical/Rx Insurance Plan dispensing limits for certain classes of drugs based on FDA recommended use guidelines
- Federal laws, state laws and CN Refill Center policies governing the dispensing of CDS medications (specialty and CDS medications may not exceed a 30-day supply per filled prescription)
- acute, short-term use, high-cost, biological and specialty medications

#### **Out-of-State Prescriptions:**

The CN Refill Center accepts non-CDS medication prescriptions from a doctor of medicine (MD), doctor of osteopathic (DO), Advanced Practice Registered Nurse (APRN) and Physician Assistant (PA). To fill a CDS prescription from an out-of-state APRN or PA, they and their supervising physician must be licensed in the state of Oklahoma. The name of the supervising physician must also appear on the hard copy of the CDS prescription for it to be considered a valid prescription.

#### **Generic Drug Information:**

Using generic drugs, when right for you, can help with medication costs. Generic drugs must be approved by the FDA just as brand drugs are and must meet the same standards. The main difference between the reference brand drug and the generic equivalent is that the generic often costs much less.

Two types of generic drugs:

- generic equivalent - made with the same active ingredient(s) at the same dosage as the reference drug
  - generic alternative - used to treat the same condition, but the active ingredient(s) differs from the brand drug
- According to the FDA, compared to its brand counterpart, an FDA-approved generic drug is:
- chemically the same
  - works just as well in the body
  - safe and effective
  - meets the same standards set by the FDA

*Consider talking to your doctor about generic drugs. If your prescription does not have a generic equivalent, consider asking if a generic alternative is available. You can also speak with your pharmacist about substituting brand name drug for generic equivalent. Only your doctor can determine whether a generic alternative is right for you and will need to prescribe the medication.*



**Acknowledgment of Receipt of  
Notice of Privacy Practices:**

A complete description of how your medical information will be used and disclosed by the Chickasaw Nation Refill Center is in our **Notice of Privacy Practices**. The notice is posted throughout our facility and you will be given a copy for your personal reference.

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I have received a copy of the Chickasaw Nation Refill Center **Notice of Privacy Practices**, last revised October 1, 2019.

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Date

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Patient name (please print)

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Patient date of birth

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Patient or representative signature

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Legal guardian/representative signature

**If refused, basis for refusal:**

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