Appendix D. Retroactive Eligibility Process for Rx PA

Recipient → Pharmacy
Rx filled prior to eligibility
(No proof of eligibility)

Pharmacy Charged → Retroactive Eligibility established for Recipient
✓ Paper Eligibility Form 18 processed by DHH
✓ (Example: Form 18-LTC indicates LTC eligibility. Form 18 does not always certify retroactive eligibility.)
✓ Plastic Card issued to recipient with CCN

Cash Sale

POS Claim is denied with "PA Required" edit

Scenario 1: Rx credited the Recipient
1. Acct Receivable credited
2. Pharmacy submission of:
   a. Claim
   b. Form 18
   c. Cover letter requesting RxPA override.
To:
   DHH MMIS Unit
   P.O. Box 91030
   Baton Rouge, LA 70821.
3. PA override applied by DHH.
4. Unisys processes claim.
5. Payment to Pharmacy.

Scenario 2: Recipient paid cash
1. Cash refund to recipient refused.
2. Recipient contacts parish office.
3. Parish office mails pharmacy form RRP-P.
4. Pharmacy completes form RRP-P and returns to parish office.
5. DHH processes form RRP-P
   a. PA override applied.
   b. Sent to Unisys for data entry.
6. Payment to Recipient.

Scenario 3: Recipient paid cash (Full cash refund to the Recipient)
1. Full amount cash refund to recipient.
2. Pharmacy submission of:
   a. Claim
   b. Form 18
   c. Cover letter requesting RxPA override.
To:
   DHH MMIS Unit
   P.O. Box 91030
   Baton Rouge, LA 70821.
3. PA override applied by DHH.
4. Unisys processes claim.
5. Payment to Pharmacy.