



Info Note

September 2010

INFO10-14iE

Drug Prior Authorization

New topic in the *Find out more about* series for plan members

Our *Find out more about* series, which was introduced last May, provides plan members with useful information that can help them use their plans more effectively.

We are pleased to inform you that, as of September 30, 2010, a new topic will be added to the list of documents available online: ***Drug Prior Authorization – Managing drugs more effectively***. Everything plan members need to know about drug prior authorization (PA) is covered in this new pamphlet, including where they can view our list of PA drugs and how they can request prior authorization for a drug.

The documents in the *Find out more about* series can be found online in the *Health is Cool* Information Centre of our secure website for plan members. However, exceptionally for this topic, this pamphlet will also be available on the DFS corporate website.

List of prior authorization drugs

As of **September 30, 2010**, our standard list of PA drugs, which is updated regularly, will be available online. It will be posted on our secure website for plan members and on the DFS corporate website, making it easy for everyone to access the information. Each drug on our list will have its own specific PA request form. Clicking on the name of the drug will bring up the appropriate form (in PDF) in ready to print format.

For your convenience, and the convenience of our mutual clients and their plan members, our PA list and request forms can be accessed from our:

- Corporate website at dfs.ca/forms
- Secure website for plan members under **Guide and Forms**

(See reverse side)

Communication plan

Before the end of September, the following will take place to inform our plan administrators and their plan members of these latest developments.

- **Plan administrators** – We will post a *What's New* message on our secure website for plan administrators. An InfoNote communication will be mailed with the October premium statements and also posted on the secure website under **Communiqués**. Please note that this InfoNote communication is intended for policyholders and administrators of group insurance plans with drug claims paid by DFS.
- **Plan members** - We will post a *What's New* message on our secure website for plan members.

About our drug prior authorization program

The prior authorization process is used to collect the additional medical information we need to confirm that the prescribed drug is being used for its intended purpose and meets DFS's PA criteria. These criteria are similar to those used by provincial drug insurance plans and also take into account Health Canada approved drug uses, as well as information from the manufacturers. As a component of our claims management practices, the PA process ensures that drugs are used the way they should be and that they are available to those who need them.

We also review and update our PA drug list regularly. When adding drugs to our list, we make sure that the treatment of claimants who are currently using these drugs is not disrupted by authorizing the use of these drugs for an unlimited period of time and adjusting the claimants' profiles in our systems.

Additional information

If you need more information or have any questions, please feel free to contact your account executive.

Sales, Group and Business Insurance