

OKLAHOMA INSURANCE DEPARTMENT

FIVE CORPORATE PLAZA
3625 NW 56TH, SUITE 100
OKLAHOMA CITY, OK 73112



REGULATED INDUSTRY SERVICES
PHONE: 405.521.2828 | OPT.7
WWW.OID.OK.GOV

GLEN MULREADY
INSURANCE COMMISSIONER

PHARMACY BENEFITS MANAGER (PBM) ANNUAL FINANCIAL FILING REQUIREMENTS

Effective September 15, 2015, the Oklahoma Insurance Department (OID) will require Pharmacy benefits Manager's (PBM) to **file an annual financial statement and a statement of the total number of covered individuals or lives served under all of the PBM's contracts and agreements in Oklahoma by March 1 of each year through OPTins.**

PAPER FILING AND CHECKS WILL NO LONGER BE ACCEPTED

Effective November 1, 2015, per Title 36 O.S. Section 350, Title 59 O.S. Section 357-360, and Order No. 15-1152-PRJ this filing must be completed electronically through OPTins.

OPTins Electronic Filing Instructions

- Register and/or Login with OPTins at www.optins.org or by calling 816-783-8990. NOTE: Do not wait to register with OPTins, as the process can take up to two (2) weeks to complete.
- Once registered, select the "**Filings**" tab, then "**Create Filing**," enter the **filing year**, select "**Oklahoma Regulated Entities**" as the state, and choose either "**Pharmacy Benefits Manager (firm) or (individual)**" as the Company Type. Note: use firm if filing for a company and individual for an individual.
- Follow the instructions for filing the annual financial statement.
- Proceed to the payment screen and input "\$0" in the payment field. NOTE: While there is no statutory annual report filing fee assessed by the Oklahoma Insurance Department, there is an electronic processing fee assessed by OPTins.

Checklist for PBM Annual Filing Requirement

- A report of the PBM's financial condition verified by the oath of an executive officer, using generally accepted accounting principles consisting of a **balance sheet, income statement, and statement of cash flows.**
- Include in the **statement of the total number of covered individuals or lives served under all of the PBM's contracts and agreements in Oklahoma.**

NOTE: All questions regarding OPTins will need to be directed to OPTins at 816-783-8990. All other questions regarding Pharmacy Benefits Managers, please contact the Regulated Industry Services Division at (405) 521-2828, Option 7.