



PHARMACY BENEFITS MANAGER (PBM) ANNUAL FINANCIAL FILING REQUIREMENTS

Pharmacy Benefits Managers (PBM) must file an annual financial statement and a statement of the total number of Oklahoma covered individuals or lives served under all of the PBM's contracts and agreements before May 1st 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. Sections 357-360, and OID Order No. 15-1152-PRJ this filing must be completed electronically through OPTins.

OPTins Electronic Filing Instructions

- Login with OPTins at www.optins.org.
- Select the "Filings" tab, then "Create Filing," enter the filing year, select "Oklahoma Regulated Entities" as the state, and choose either "Pharmacy Benefits Manager" as the Company Type.
- Follow the instructions for filing the annual financial statement.
- Proceed to the payment screen and input "\$0" in the payment field. NOTE: There is an electronic processing fee assessed by OPTins collected automatically after the filing is submitted.

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 financial statement for the most recent concluded fiscal year end must be submitted to satisfy this requirement. If consolidated, a supplement section must be included with the named PBM's financials listed. Solvency of the PBM itself is required.
- Include in the statement of the total number of Oklahoma covered individuals or lives served under all of the PBM's contracts and agreements.

All questions regarding OPTins will need to be directed to OPTins at 816-783-8500. All other questions regarding Pharmacy Benefits Managers, please contact the PBM Licensing Division at (405) 521-2828.