



Newsletter

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TO: Pharmacies, Physicians, Advanced Practice Nurses, Midwives, Independent Clinics, Hospital Outpatient Departments- **For Action**
Health Maintenance Organizations - **For Information Only**

SUBJECT: **Changes to MEP Procedures**

EFFECTIVE: Claims with service dates on or after December 31, 2005

PURPOSE: The purpose of this Newsletter is to notify pharmacies of the decision by the New Jersey Division of Medical Assistance and Health Services (DMAHS) to assume in-house responsibilities for the State's Medical Exception Process (MEP).

BACKGROUND: Effective December 31, 2005, responsibilities for processing prior authorization (PA) requests for the State's Medical Exception Process will transition from the First Health Services Corporation to Unisys, the State's fiscal agent. The State contract with First Health Services expires on December 31, 2005.

ACTION: Effective December 31, 2005, the State shall implement the following changes to MEP procedures:

- The telephone numbers for the First Health Services Corporation, **1-877-888-2939** (Pharmacists/Physician line) and **1-877-480-1539** (Fax), will be transferred to Unisys, effective the 12:01 December 31, 2005. **For customer service inquiries related to the MEP process, beneficiaries may contact the DMAHS Pharmacy Unit at (609) 588-2732.**
- Unisys staff shall be available to respond to PA requests from pharmacists and physicians during normal business hours, 8 A.M. to 5 P.M. Monday through Friday.
- The State will continue to provide on-call telephone coverage after normal business hours; on weekends and State holidays, effective Saturday, December 31, 2005. **Pharmacists and physicians requiring a PA after normal business hours; on weekends and State holidays should contact the Unisys on-call pharmacist at 1-877-888-2939.**
- P.O. Box 3271, Princeton, N.J. 08543, the current mailing address for First Health Services, will be closed effective December 30, 2005. All correspondence sent to this mailing address will be forwarded to Unisys.
- Effective January 1, 2006, the new mailing address for MEP correspondence is Unisys Corporation, P.O. Box 4814, Trenton, N.J. 08619.
- **Pharmacies will no longer be required to report PA numbers on any pharmacy claims.** Also, prior authorized pharmacy claims can be submitted to Unisys **immediately** after a PA number has been issued as part of the MEP. **PA numbers issued by First Health Services will be honored by Unisys.**

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