



Ongoing Retiree Drug Subsidy Administration and Reopening Appeals Processing Implementation Schedule

Retiree Drug Subsidy Ongoing and Reopening Services Schedule													
		PDA	GHP	PBM	CMS	Timeframe							
Documentation and Data Gathering		✓✓✓	✓	✓		1 – 3 Months							
Data Storage		✓✓✓				6 Years							
Audit Support		✓✓✓				6 Years							
Ongoing RDS Administration							Reopening Appeal Processing						
Steps Required	PDA	GHP	PBM	CMS	Timeframe		Steps Required	PDA	GHP	PBM	CMS	Timeframe	
Monthly Eligibility	✓✓✓				Monthly		Review Data	✓✓✓				1 – 3 Months	
Cost Reporting	✓✓✓				Monthly		Generate New Cost Report	✓✓✓				1 – 2 Weeks	
Continue Data Gathering	✓✓			✓	Monthly		Submit Appeal Request	✓✓				1 – 2 Weeks	
Drug Filtering	✓✓✓				Monthly		Wait for Appeal Approval	✓✓✓			✓	1 – 2 Months	
Enrollment Updates	✓✓	✓			Bi-Annual		Complete the Reopening	✓✓✓				3 Months	
Application Renewal w/ Attestation	✓✓	✓			Yearly		Resubmit Reconciliation	✓✓✓	✓			1 – 2 Weeks	
CCNs	✓✓✓				Yearly		Payment Justification	✓✓				1 – 2 Weeks	
Final Reconciliation	✓✓✓	✓		✓	Yearly		Wait for Payment	✓			✓	2 – 4 Weeks	
Total	✓✓✓	✓	✓	✓	Up to 30 Months¹		Total	✓✓✓	✓	✓	✓	7 – 13 Months²	

¹On average, monthly RDS services to the client begins 3 months after the contracts are signed. The total timeline for each application is approximately 30 months from Application Submission through Final Reconciliation.

²The first application is generally filed on its own due to a pending reopening deadline drawing near. After the first application deadline has been met, subsequent applications can be filed in batches so the average of 7-13 months is not cumulative for all applications being reviewed.

- ✓ Minimal Work (Gather Documents, Phone Calls, Etc.)
- ✓✓ Medium Work (Data Review, Information Processing, Conferece Calls, Etc.)
- ✓✓✓ Heavy Work (Claims Processing, Detailed Review, Reporting, Supplying RDS Requirements, Etc.)