



Instructions for Completing and Submitting the Request for Medicare Prescription Drug Coverage Determination Form

If your physician, other prescriber, or pharmacist tells you Gateway Health Plan *Medicare Assured*[®] *HMO SNP* (“Gateway”) will not cover a prescription drug because it is not part of the formulary or exceeds the amount the Plan will cover, you can request an exception by filling out the **Request for Medicare Prescription Drug Coverage Determination Form**.

Your physician or other prescriber will need to fill out the **Non-formulary Drug Exception Form** in order to support your request.

If someone is filling out this request for you, an **Appointment of Representative Form** must be submitted along with the **Request for Medicare Prescription Drug Coverage Determination Form**.

To request forms:

You may download the forms from our website at: www.GatewayHealthPlan.com/Medicare

Or, call Member Services:

1-800-685-5209
TTY, call 711

Or, Call the Pharmacy Department:

For Physicians or other prescribers - 1-800-685-5215
For Members - 1-800-685-5209, select option 9

To complete the form:

Fill out the following sections:

- Enrollee’s/Requestor’s Information
- Name of the prescription drug you are requesting
- Prescriber’s Information
- Type of Coverage Determination Request
- Signature and Date

Your physician or other prescriber must fill out the Non-formulary Drug Exception Form in support of your request.

Gateway Health Plan *Medicare Assured*[®] is a Medicare approved Special Needs Plan for Individuals with Both Medicare and Medical Assistance.

To submit the form:

Submit written requests by mail to:

Gateway Health Plan®
Attention: Pharmacy Department
US Steel Tower, Floor 41
600 Grant Street
Pittsburgh, PA. 15219-2704

Or,

Fax requests to Pharmacy Department 1-888-447-4369

Or,

By secure email at <https://securemail.gatewayhealthplan.com>

If you have questions or problems, contact us at:

Call Member Services:

1-800-685-5209

TTY, call 711

Call the Pharmacy Department:

For Physicians or other prescribers - 1-800-685-5215

For Members - 1-800-685-5209, select option 9