

# How to submit for reimbursement for eligible claims

Members who fill brand-name covered drugs (Tier 2, Tier 3, and Specialty) must pay 100% of the drug cost at an in-network pharmacy. You can file an online claim to get paid back 80% of the drug cost on **optumrx.com**. Your \$200 deductible will be applied when you file an online claim. After you have met your \$200 deductible, an approved online claim will be processed for reimbursement.

## Steps to submit a claim

What you will need on your pharmacy receipt to submit an online claim.

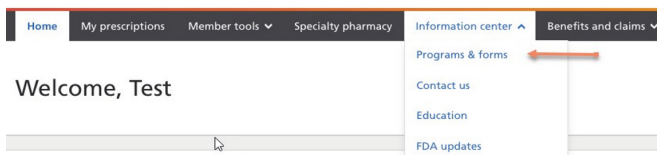
- Prescription (Rx) number
- Name of drug and strength
- Name and address of pharmacy
- Date the prescription was filled
- Amount paid - do not include coupon amounts
- Banking details (direct deposit only)
- Prescription label and cash or credit card receipt

### Step 1

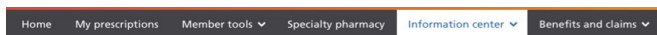
- Sign in to your member account with **optumrx.com**

### Step 2

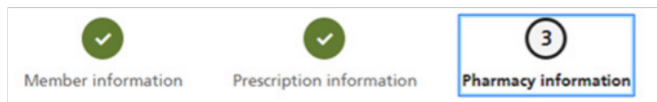
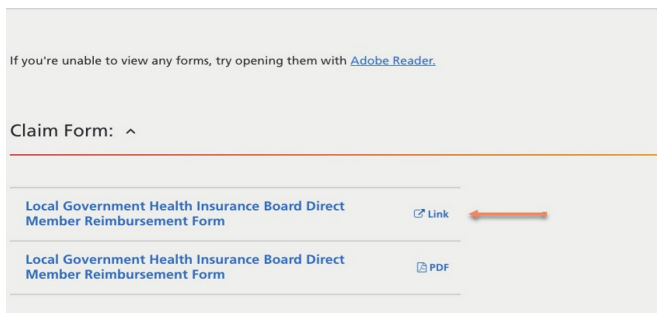
- Click *Programs and Forms* drop-down



- Select LGHIB Direct Member Reimbursement Link.



### Programs & Forms



### We're here to help

If you have any questions, you may contact either the Optum Rx team at **1-844-785-1603** or the Local Government Health Insurance Board staff at **1-866-836-9137**

### Step 3

- Start with member information by filling out the required fields
- Fill out prescription information by entering prescription details
- Add cash or credit card receipt and detailed pharmacy receipt. The pharmacy receipt must include:
  - \* Prescription (Rx) number
  - \* Date the prescription was filled
  - \* Name of drug and strength
  - \* Amount paid
  - \* Name and address of pharmacy
- Add bank information (Direct Deposit requests only)
- After all required fields are filled out, click *Agree and Send Securely*

**Agree And Send Securely**

- Once completed, your online claim will be submitted for processing. Your \$200 deductible will be applied unless you have already met this deductible
- If a reimbursement is due, a check will be mailed to the subscriber's address on file or direct deposit if elected
- Check requests will normally be received within 14 days of the request
- Direct Deposit requests will be deposited in as little as 5 business days

**Optum Rx**<sup>®</sup>

