Defense Health Agency

Deployment Prescription Program (DPP)

Overview for the Pre-Deployment Site
January 2015
DHA Pharmacy Analytics Support Section (PASS)

• Primary point of contact for all questions about the Deployment Prescription Program (DPP)

• PASS’s DPP Team serves as a liaison between the MTF, the service member (SM) and the TRICARE mail order pharmacy (Express Scripts / ESI) to ensure processing of deployment prescriptions
Prior To Deployment

1. The MTF uses a P-MART to pre-screen for medication needs
2. MTF/Deployment Site provides briefing information to SMs on deployment RX process
3. Providers prescribe medications for deploying service members using Deployment Prescription Program RX form
4. The MTF dispenses an initial 180-day supply of medications to treat chronic conditions
5. The MTF should provide full course of anti-malarial medications for entire deployment
Prescription Medication Analysis & Reporting Tool (P-MART)

• Pre-deployment medication screening tool
• Reports high risk medications and non-deployable service members

Pre-Deployment Site’s Responsibilities

- Dispense 1st 180-day supply of chronic meds
  - Quantities less than 180-day supply will disrupt DPP process and may cause interruption in therapy
- Complete DPP RX form
  - Provider Signature (digital signatures are accepted for non-controlled meds only)
  - Valid provider credentials (facility DEA# is not acceptable)
- Provide MOP reminder card contact information
- Assist SMs with DPP RX form to enroll in mail order
  - Valid SM email address – email reminders from ESI will be sent to email address provided here
- Send all completed DPP RX forms to PASS at end of day – failure to submit in a timely manner will result in prescription delays!
- Contact PASS for assistance with mail order process or for P-MART information
RX Stages

1. The MTF sends the DPP RX form to the PASS for processing
2. ESI sends an e-mail to the SM two months into deployment asking them to update their online registration with their current mailing address (APO/FPO)
3. ESI sends an e-mail to the SM four months into deployment reminding the SM to order the medication.
4. ESI will send the RX to the address the SM has provided when ordering the medication
   – Only requested medications will be filled. Medications are NOT automatically sent out.
   – If the SM does not update their address, the medication will be mailed to the address provided on DPP RX form during pre-deployment.

NOTE: If MTF does not submit DPP RX forms to the PASS in a timely manner, the SM will NOT receive reminder e-mails from ESI
Submitting RX to PASS

• The pre-deployment site should establish key personnel to act as main points-of-contact to communicate with the PASS regarding all DPP matters, such as:
  – Submitting prescriptions to PASS
  – Coordinating with site providers to correct returned prescriptions

• Prescriptions can be submitted via:
  – Scan/upload to DPP secure server (PREFERRED)
  – Fax to 210-221-8131 / DSN 312-471-8131
    • Cover sheet must indicate fax origin, # of pages and site/sender contact info
  – Postal mail (required for CII prescriptions):
    Department of Defense
    DHA PASS, attn: DPP Team
    4130 Stanley Rd, Ste 208
    JBSA Ft Sam Houston, TX 78234
    OFFICIAL BUSINESS
Requesting DPP Secure Server Access

• It is recommended that access be limited to established points-of-contact to minimize confusion and miscommunication

• Contact the PASS via e-mail @ usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil to request access to the DPP secure server for prescription upload.

• E-mail must include requestor’s name, rank, military e-mail address, their clinical status (MD, PA, NP, pharmacist, etc.), and site name.

• Access account is for the individual’s use only and should not be shared. Additional access accounts should be requested for alternate personnel.
Server Upload Instructions

• Save the completed document to your computer. It is suggested that the file be named with the site’s name.
  – Forms with hand-written signature must be printed and scanned into a new image file before saving
  – Multiple forms may be scanned into a single file for uploading as batches
• Access the PEC FTP secure server at: https://pecweb.army.mil
• Upload file into the site’s folder
  – Files cannot be opened or removed once uploaded. If you identify an error, please resubmit and notify the PASS.
• After upload has been completed, an e-mail may be sent to the PASS to confirm receipt.
Reminders to Ensure You Receive Your Deployment Meds

1. Update APO/FPO address & email address online
   http://www.express-scripts.com/TRICARE.

2. If email from ESI is not received 60 days after arriving in theater, contact
   DHA PASS 5am-5pm (CST) Mon-Fri @ DSN 312-471-8274, 1-866-275-4732
   or 210-221-8274 (press menu option 5)

3. For assistance, contact the DHA PASS by phone, e-mail
   usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil or mail
   Department of Defense, DHA PASS, attn: DPP Team, 4130 Stanley Rd, Ste
   208, JBSA Ft Sam Houston, TX 78234, OFFICIAL BUSINESS
CENTCOM Surgeon Policy on Psychotropic Medications

• Deploying SMs (and other TRICARE-eligible contractors and civilians) will receive up to 180 day supply of psychotropic medications at the pre-deployment processing center
  – Exception is for CII stimulants - 90 day MAX

• The pre-deployment processing center is responsible for telling deploying SMs to see a provider in theater for follow-up care and new prescriptions to ensure close monitoring.
  – If determined that SM is stable on a psychotropic medication, the theater provider may send a new prescription to the PASS

• Mail order prescriptions for psychotropic medications will not be accepted from pre-deployment sites
CENTCOM Surgeon Policy on Non-Deployable Medications

• Reference PPG TAB A, paragraph 7.H – medications which may be disqualifying for deployment

• DPP RXs for these meds will not be honored UNLESS at least one of the following applies:
  – Copy of approved CENTCOM waiver is provided
  – Medical/pharmacy personnel can confirm that CENTCOM waiver has been approved for this member/medication
  – Medical/pharmacy personnel can provide documentation/confirmation that member/RX fall under circumstances which do NOT require a waiver

• Reference USCENTCOM Deployment Policy MOD 12, paragraph 15.C.3
  – Medical Waivers
Special Mail Order Situations

• DoD contractors and civil service employees are NOT eligible to use TRICARE mail order pharmacy

• TRICARE-eligible beneficiaries (retirees, spouses) working as deployed contractors or civil service employees
  – are eligible to use TRICARE mail order pharmacy
    • EXCEPTION: If member has other health insurance, TRICARE is considered secondary and member must utilize their other pharmacy benefits
    – responsible for any applicable co-pays
    – limited to 90-day supply only
    – Spouses must provide Sponsor SSN, not their own

• Transitional Assistance Management Program (TAMP) members
  – are eligible to use TRICARE mail order pharmacy
  – responsible for any applicable co-pays
  – limited to 90-day supply only
  – If orders have been extended, update record with DEERS to reflect active status to be eligible for 180-day supply
Schedule II Controlled Medications

- Schedule II controlled substances (ex. Concerta ®) require a hardcopy paper prescription with provider’s original “wet” signature and a valid personal DEA #
  - Photocopied, scanned, faxed or digitally signed Schedule II prescriptions will NOT be accepted
- Max 90-day supply of Schedule II RXs may be authorized at one time with no refills
- If errors are identified, a NEW prescription may be required
- DPP RX form is sufficient – not necessary to submit DD1289 as well
- Schedule II RXs must be mailed to the PASS:
  
  Department of Defense
  DHA PASS, attn: DPP Team
  4130 Stanley Rd, Ste 208
  JBSA Ft Sam Houston, TX 78234
  OFFICIAL BUSINESS
Mail Order Prescription Limitations

- **Controlled** medications – must have provider’s hand-written signature; digital signature not accepted
- Medications that require **refrigerated packaging will not be** shipped to overseas locations
- **Psychotropic** medications – must see provider in theater for all follow-up/prescription renewals
- **OTC** medications are **not part of the TRICARE pharmacy benefit** through Mail Order (exception of Prilosec, Claritin, Claritin-D, Zyrtec and Zyrtec-D)
  - Allegra is considered OTC and is not available through MOP
- **Smoking cessation** medications are now covered by the TRICARE pharmacy benefit
  - Chantix is considered a non-deployable medication and proof of waiver is required
Reasons for Possible Delays

- Missing provider signature, or digital signature provided on controlled med RX
- CII RX submitted electronically (fax, scan/upload)
- Missing/incomplete/invalid RX date (post-dated RX not accepted)
- Missing/illegible/invalid drug name, strength or form
- Missing Quantity on RX
- Directions need clarification
  - incomplete
  - dosage form conflict (i.e. medication is a patch but directions written ‘one po qd’)
  - “use as directed” not acceptable – must specify quantity per dose, dosing frequency
- SM showing as ineligible for TRICARE coverage – may need to update orders with DEERS
- Patient is not TRICARE-eligible (e.g., civilian/contractor w/o DoD retirement benefits)
- Medications are OTC / excluded from TRICARE pharmacy benefit
- Medications are temperature-sensitive
  - Prescriptions requiring correction will be returned to the pre-deployment site.
Contact Information

Email:
usarmy.jbsa.medcom-ameddcs.mbx.pdts-ameddcs@mail.mil

Mail:
Department of Defense
DHA PASS, attn: DPP Team
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Phone:
Toll-free 1-866-275-4732
DSN 312-471-8274
Commercial 210-221-8274
(press menu option 5)