

How to complete and submit the Express Scripts form for reimbursement of covered at-home COVID-19 tests.

The Express Scripts form must be completed and sent, along with your receipt/s (original or copies) to:

Express Scripts
ATTN: Commercial Claims
P.O. Box 14711
Lexington, KY 40512

You can also fax your materials to 608-741-5475. If you have questions, please call the number on the back of your member ID card. A Customer Care member will be happy to help.

[Click here to download the Express Scripts reimbursement form](#)

PLEASE FOLLOW THESE STEPS TO COMPLETE THE EXPRESS SCRIPTS REIMBURSEMENT FORM FOR YOUR COVID-19 AT HOME TESTS:



This section asks for your basic member information. Not all members will have a Group No. Leave this blank if you don't see one on your member ID card. Be sure to complete a separate form for each member.

»» Cardholder Information *See your prescription drug ID card.*

Group No.

Member ID

Member Name First Last

Street Address

City State ZIP

»» Patient Information

Patient Name First Last

Patient Date of Birth (Month/Day/Year)

Sex Female Male

Relationship to Plan Member

<input type="checkbox"/> 1 Self	<input type="checkbox"/> 5 Disabled Dependent
<input type="checkbox"/> 2 Spouse	<input type="checkbox"/> 6 Dependent Parent
<input type="checkbox"/> 3 Eligible Child	<input type="checkbox"/> 7 Non-spouse Partner
<input type="checkbox"/> 4 Dependent Student	<input type="checkbox"/> 8 Other



This section is for information about where you purchased your test/s. Complete only the portion highlighted by the red box. You do NOT need to complete the area in gray. If test/s were purchased at a non-pharmacy retailer, be sure to use the name and information of where purchased. If test/s were purchased online, include only the name of the online retailer.

>> Pharmacy Information

Name of Pharmacy

Street Address

City State ZIP

Telephone (include area code) --

Is this an on-site nursing home pharmacy? Yes No

I hereby certify that the charge(s) shown for the medication(s) prescribed is correct and agree to provide Express Scripts or its agents reasonable access to records related to medication dispensed to this patient in accordance with applicable law. I further recognize that reimbursement will be paid directly to the plan member and assignment of these benefits to a pharmacy or any other party is void.

X Signature of Pharmacist or Representative (Required) NCPDP/NPI Required



Check the "Covid Test Kit" box and fill in the information.

>> Claim Receipts

Tape receipts or itemized bills on the back.
 Check the appropriate box:

Compound Prescription
 Make sure your pharmacist lists ALL the VALID NDC numbers, cost and quantities for each ingredient on the back of this form and attach receipts.

Medication Purchased Outside of the United States
 Country _____
 Currency used _____

Allergy Medication

Covid Test Kit

Kit Name _____

Number of Kits _____

Purchase Date _____



You do NOT need to complete the Coordination of Benefits section of the form.

Coordination of Benefits
 (Another Health Plan has paid a portion.) Mark the appropriate box for your primary coverage method. See the back for more information.

Is this a coordination of benefits claim?
 Yes No

Another Health Plan paid and you are enclosing a statement that outlines how much you paid and how much the other carrier paid (1)

Card Program (3)

Express Scripts Mail Order (4)



Be sure to sign and date the form. Tests purchased only for yourself or your covered dependents may be eligible for reimbursement under your coverage benefits. These tests are not for resale purposes.

>> Acknowledgment

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information, or conceals information concerning any fact material thereto for the purpose of misleading, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed \$5,000 and the stated value of each violation. If this is a claim for a COVID test kit, the test was purchased for personal use or the use of a covered plan member and was not purchased for employment purposes. This test will not be reimbursed by another source nor placed for resale.

X _____ Date _____

Signature of Member Date

*If allowed by law, you may assign the payment of this claim to your pharmacy. If your pharmacy is willing to accept assignment, do not complete this form. Please request that your pharmacy contact Pharmacy Services at 800.922.1557 for assistance.

Coverage of Rapid, At-Home COVID-19 Tests: Terms and Conditions

**UNIVERA HEALTHCARE COVERS AT-HOME COVID-19 TESTS
AT NO COST FOR MANY MEMBERS WITH OUR PHARMACY BENEFITS.**

To see who is eligible for reimbursement of at-home COVID-19 tests, please visit our website at
TheUniveraDifference.com/COVID19

For additional information and details on your plan and benefits related to COVID-19,
check our [Member Coverage and Support](#) page.

Please note the following regarding coverage for COVID at-home tests at no cost:

- Tests must be authorized by the U.S. Food and Drug Administration (FDA) and not require a lab for processing.
- No-cost coverage is for at-home tests purchased for any reason except to fulfill an employment, school or travel requirement (per the federal guidelines).

There is no coverage if the test has been (or will be) reimbursed from any other source.

The number of covered tests, amount of your health plan's reimbursement, and the date when this coverage is no longer available are set by applicable law.

When you submit a request for reimbursement:

- The receipt from the seller must show the (1) date of purchase and the (2) price of the test(s).
- Cut out the NDC/UPC code from the box and include it with the completed claim form and receipt/s. Only one is needed if all boxes have the same code.
- If submitting for an FDA-approved test that is not on the published list, include the full brand name of the test on the claim form and the NDC or UPC code printed on the box.

Plan terms and conditions apply. See your plan documents for claim filing deadlines, appeals and grievance rights, etc.

Note: If your health care provider orders the test, these rules do not apply.

