LEXICOMP PROCESS FOR MTF FORMULARY CREATION PROCESS

Formulary creation (approx. 6-8 weeks)
Each MTF will submit a current NDC list in .csv or Excel format to Cora Dowey (cora.dowey@wolterskluwer.com) at Wolters Kluwer.
  - Each MTF will be assigned and notified of its Lexicomp Project Manager
  - Project Manager will create tentative schedule for processing and communicate with MTF

Each MTF should supply, to its assigned Project Manager, specific formulary data pertaining to:
  - Inpatient/Outpatient dosage forms
  - Quantity limits
  - Restricted medication information (e.g., Restricted to Oncology)
  - General comments

Lexicomp Project Manager will create the database and generate a formulary proof. The formulary proof will be sent to the MTF contact for review.

Formulary review by MTF (approx. 2-4 weeks)
MTF contact will:
  - Review formulary proof and edit as necessary
  - Return edited copy to Lexicomp

Formulary updating/online and mobile creation by Lexicomp (approx. 2-4 weeks)
Upon receipt of the edited formulary proof, the Project Manager will:
  - Make requested updates to formulary and verify with MTF contact
  - Ensure online and mobile products are created and set up

Updates to formulary [post P&T, etc.] (approx. 2 weeks)
MTF will submit Lexicomp Editing Spreadsheet to Project Manager for updating to the custom formulary. Edits may include:
  - Basic Core Formulary items added/deleted
  - Dosage form additions/deletions
  - Brand name additions/deletions
  - Addition of comments, restrictions, quantity limits
  - Changes specific to inpatient or outpatient availability (i.e., changing a formulary med to a non-formulary med)

Points of contact for Lexicomp (you can also reach any of the below people at 1-800-837-5394)

Formulary Project Managers:
  Cora Dowey (cora.dowey@wolterskluwer.com)

Sales:
  Mark Dachille (mark.dachille@wolterskluwer.com)
MTF FORMULARY FEATURES

Lexicomp maintains a standardized format for both inpatient and outpatient MTF formularies. Features of the formulary include:

• Inclusion of all Lexicomp drug monographs
• Formulary monographs tagged as [Formulary]
• Non-formulary monographs tagged as [Non-formulary]
• Basic Core Formulary items tagged [BCF] within the Dosage Forms field
• Inpatient only dosage forms tagged as [INPT]
• Inclusion of clinical data fields into Inpatient formulary (e.g., Use, Dosing, Adverse Reactions, etc.)
• Online, mobile, and print availability of both formularies
• Quantity limit noted
• Restricted medications noted
• Direct links to TRICARE Medical Necessity Criteria, Medical Necessity Forms, Prior Authorization Criteria, and Prior Authorization Request Forms on the TRICARE website
• Customized splash page for each MTF including links to:
  • TRICARE Mail Order Pharmacy (TMOP)
  • TRICARE Retail Network Pharmacy
  • Global RPh
  • ClinicalTrials.gov
  • Institute for Safe Medication Practices
  • TRICARE Formulary Qty Limits & Criteria
  • Brand Over Generic Prior Authorization Request Form
  • Print version of outpatient formulary (by therapeutic category or dosage forms)

The inpatient formulary will include the following data fields and will be available to all clinicians on base:

<table>
<thead>
<tr>
<th>Name</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Code</td>
<td>Dosing</td>
</tr>
<tr>
<td>Medical Necessity</td>
<td>Alert: U.S. Boxed Warning</td>
</tr>
<tr>
<td>Prior Authorization</td>
<td>Special Alerts</td>
</tr>
<tr>
<td>Comments</td>
<td>Medication Safety Issues</td>
</tr>
<tr>
<td>Formulary Restrictions</td>
<td>Adverse Reactions</td>
</tr>
<tr>
<td>Controlled Substance</td>
<td>Contraindications</td>
</tr>
<tr>
<td>Quantity Limits</td>
<td>Medication Guide</td>
</tr>
<tr>
<td>Related Information</td>
<td>Warnings/Precautions</td>
</tr>
<tr>
<td>Formulary Dosage Forms</td>
<td>Common Brand Names</td>
</tr>
<tr>
<td>Therapeutic Category</td>
<td>Index Terms</td>
</tr>
</tbody>
</table>

The outpatient formulary will include the following data fields and will be available to outpatient clinicians, patients, and beneficiaries:

<table>
<thead>
<tr>
<th>Name</th>
<th>Medical Necessity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outpatient Formulary Brands Available</td>
<td>Prior Authorization</td>
</tr>
<tr>
<td>Outpatient Dosage Forms</td>
<td>Common Brand Names</td>
</tr>
<tr>
<td>Therapeutic Category</td>
<td>Index Terms</td>
</tr>
<tr>
<td>Controlled Substance</td>
<td>Comments</td>
</tr>
<tr>
<td>Formulary Restrictions</td>
<td>Quantity Limits</td>
</tr>
</tbody>
</table>

Our Lexicomp team is looking forward to working with you to create the MTF custom formulary.