



State of New Hampshire Insurance Department

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FOR IMMEDIATE RELEASE

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New Hampshire Insurance Department Issues Bulletin Regarding Annual Reports For Pharmacy Benefit Managers

CONCORD, NH (December 27, 2021) – Today, New Hampshire Insurance Department (NHID) Commissioner Christopher Nicolopoulos issued a bulletin intended to remind all registered Pharmacy Benefit Managers (PBMs) of their annual data reporting obligations and to provide additional guidance regarding how to submit the required data to the Department.

PBMs are required to submit with their renewal applications an electronic workbook that includes certain data. The renewal applications and electronic workbooks must be submitted annually no later than March 1 each year (RSA 402-N:6 and Administrative Rule Ins 2704.04). This reporting requirement is separate and distinct from the insurer reporting requirement relating to rebates provided in RSA 415-A:7.

PBMs must submit the required data using the “PBM Annual Rebate Summary Template” available on the Department’s website at: <https://www.nh.gov/insurance/companies/applications/documents/pbm-annual-rebate-summary-template.xlsx>. The completed PBM Annual Rebate Summary Template and a PBM renewal application must be emailed to Tracey Russo, Financial Records Auditor at Tracey.L.Russo@ins.nh.gov. Renewal fees must be mailed to the Financial Regulation Division, Insurance Department, 21 South Fruit Street, Suite 14, Concord, NH 03301.

Any renewal applications submitted without the PBM Annual Rebate Summary Template or renewal fee will be considered incomplete.

Any entity that manages the prescription drug coverage provided by the health carrier is encouraged to review the Department’s prior bulletins [INS 19-028-AB \(“Registration of all Pharmacy Benefit Managers”\)](#) and [INS 21-001-AB \(“Clarification of Registration Requirements”\)](#) to ensure they are in compliance with state law.



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“The NHID would like to remind all Pharmacy Benefit Managers of their responsibilities under state law and administrative rules,” said NHID Commissioner Nicolopoulos. “Specifically, PBM’s must complete and attach the ‘PBM Annual Rebate Summary Template’ along with their renewal applications no later than March 1 each year.”

The complete bulletin, Docket Number INS 21-104-AB, is located at <https://www.nh.gov/insurance/media/bulletins/2021/documents/INS-21-104-AB-Annual-PBM-Data-Reporting-Requirements.pdf>.

The New Hampshire Insurance Department Can Help

The New Hampshire Insurance Department’s mission is to promote and protect the public good by ensuring the existence of a safe and competitive insurance marketplace through the development and enforcement of the insurance laws of the State of New Hampshire. Contact us with any questions or concerns you may have regarding your insurance coverage at 1-800- 852-3416 or (603) 271-2261, or by email at consumerservices@ins.nh.gov. For more information, visit <https://www.nh.gov/insurance>.

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