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## NV Department of Health and Human Services Drug Transparency Technical Guidelines

### Pharmacy Benefit Manager Reporting Instructions

**Version (v):** 10/13/2021; **Supersedes:** v05/15/2019

**NRS 439B.645**

**Reporting Date:** On or before April 1  
**Reporting Frequency:** Annually  
**Form Template Name:** "PBM Reporting\_template vmm.dd.yy"

**Purpose:** NRS 439B.645 requires that Pharmacy Benefit Managers (PBMs) report specific information regarding drugs included on the most current list(s) compiled by the Nevada Department of Health and Human Services (DHHS) pursuant to NRS 439B.630.

**Reporting Requirements Detailed in NRS 439B.645 can be found at the following link:**

<https://www.leg.state.nv.us/NRS/NRS-439B.html#NRS439BSec645>

### Instructions:

1. The department's excel template provides PBMs with a standardized form to use for reporting that incorporates all the fields required by law.
  2. All fields listed in the template document are required fields, unless otherwise noted.
  3. The departmental template headers should not be rearranged or changed in any way.
  4. All values should be reported with data specific to Nevada.
  5. All rebate amounts should be listed in United States dollars.
  6. Information should be reported separately on each tab as appropriate.
  7. Where aggregate and individual drug reporting is required, you may total individual results at bottom of template where instructed.
  8. For technical assistance, send questions to [drugtransparency@dhhs.nv.gov](mailto:drugtransparency@dhhs.nv.gov)
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