



# Offer Submission Frequently Asked Questions

## Fee-For-Service Medicaid – Supplemental Rebate Offers

### Where do I go to submit my offer(s)?

- Manufacturers wishing to submit supplemental rebate offers for state consideration can access the offer portal at (<https://manufdocs.medimpact.com/>). Registration is required prior to having access to the offer submission portal.

### How do I register for portal access?

- Prior to offer submission, registration to access the portal will be required. Authorized manufacturer representatives will be required to register **individually** and provide the following information:
  - Full Name
  - Email Address
  - Business Phone & Fax
  - Job Title
  - Company
  - Business Address
  - Manufacturer Labeler Code(s)
- Additional verification (e.g. company letterhead, confirmation with CMS listed contact, etc.) may be required due to the confidential nature of CMS URA and UROA.

### Who is allowed to register for portal access?

- Authorized representatives of the manufacturer listed on the CMS file are allowed to submit a registration form for consideration. Once the registration request is received, MedImpact will review to confirm the information submitted matches the CMS file. If any discrepancies are noted or additional information is required for review, MedImpact will submit follow up questions to the email address provided.
- Any individual wishing to submit supplemental rebate offers on behalf of a manufacturer **that is not listed** on the CMS file may submit a portal registration for consideration. In addition to the steps listed above, a member of MedImpact's team will send an email to the authorized representative for the manufacturer listed on the CMS file to confirm the requestor's identity. Once the necessary information is received from the authorized manufacturer representative, MedImpact will complete their review.
- Following completion of the registration request by MedImpact, the requestor will receive an email notification whether the request was approved or denied. If approved, the requester will receive email instructions on how to set up individual portal access.

### What will I be able to see once I have portal access?

- After obtaining access to the offer submission portal, users will see a variety of general information such as solicitation announcements, open solicitations, state specific documents, etc. All items related to the supplemental rebate process (offer submission, offer decisions, contract & amendment completion, etc.) will be completed in the portal.



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- ***Please note – users will only be able to see drug information associated with THEIR SPECIFIC LABELER CODE.***

### How will I be notified a solicitation is open?

- Registered users will receive email notification when a solicitation is open for consideration that contains a product associated with their labeler code. If a manufacturer does not have a product contained in a current solicitation no email notification will be received.

### How often do solicitations occur?

- Solicitation frequency is dependent upon state specific procedures and requirements. Below is information for the current frequency of state solicitations:
  - Colorado – Quarterly (prior to scheduled P&T meetings)

### How long will solicitations be open for bidding?

- Offer solicitations are open for bidding and consideration for a pre-determined amount of time (e.g. three to four (3-4) weeks) that is set by both the MedImpact and State teams. This time frame is designed to allow manufacturers enough time to submit competitive offers while also supporting pre-P&T meeting operational timelines. State specific offer submission deadlines will be included in notifications and materials distributed with individual solicitations.

### When will I be notified of a decision on my submitted offer?

- Manufacturers who submitted a supplemental rebate offer for consideration will receive an email notification from MedImpact following an acceptance on the submitted offer. Evaluation timelines can vary by state, so manufacturers are encouraged to log in to the portal regularly to look for status updates on submitted offers.

### Who do I contact if I have questions?

- Individuals who have questions or need assistance with any items related to supplemental rebate offer submission and management should contact MedImpact at:
  - [MedicaidFFSRebateContracting@MedImpact.com](mailto:MedicaidFFSRebateContracting@MedImpact.com).
- Inquiries will receive a response from a member of the MedImpact team within 2 business days.

### Are there any contingencies on supplemental rebate offers that are received?

- By submitting this offer form, the Manufacturer affirms the following:
  - The submitted offer(s) constitute firm and irrevocable proposals, which shall remain valid unless expressly rejected by MedImpact as insufficient.



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- Upon acceptance of any offer(s) by MedImpact, the Manufacturer agrees to enter into a binding contractual agreement incorporating the terms of the accepted offer(s).
- The Manufacturer acknowledges and agrees that acceptance of its offer(s) by MedImpact does not obligate any individual State to include the Manufacturer's product(s) on its preferred drug list.