

Contract Amendment - Sun Life's prior authorization program to be applied to your Pay-Direct Drug (PDD) group benefits plan

As communicated to you in a [Focus Update](#) in August, Sun Life will be adding the prior authorization (PA) program to your Pay-Direct Drug (PDD) group benefits plan via an amendment to your contract effective November 1, 2016.

This also means that plan members outside of Quebec will have access to our Preferred Pharmacy Network (PPN) for specialty drugs.

New wording

The following is the new contract wording that will be included in your contract at the time of your next plan revision.

Prior authorization program – *The prior authorization (PA) program applies to a limited number of drugs and, as its name suggests, prior approval is required for coverage under the program. If a drug that is included in the PA program is prescribed, both the covered person and the attending doctor must complete a prior authorization form. The form will be reviewed to determine if the person will be covered for the drug.*

With the change to the contract, the plan member booklet literature will also be updated to give details about the PA program:

Prior authorization program – *The prior authorization (PA) program applies to a limited number of drugs and, as its name suggests, prior approval is required for coverage under the program. If you submit a claim for a drug included in the PA program and you have not been pre-approved, your claim will be declined.*

In order for drugs in the PA program to be covered, you need to provide medical information. Please use our PA form to submit this information. Both you and your doctor need to complete parts of the form.

You will be covered for these drugs if the information you and your doctor provide meets our medical criteria. If not, your claim will be declined.

Our prior authorization forms are available from the following sources:

- Our website at www.mysunlife.ca/priorauthorization
- Our Customer Care Centre by calling toll-free 1 800 361-6212

What you need to do

Keep this Focus Update as a record of these changes and file it with your Sun Life group contract(s) for future reference – this serves as an amendment to your contract(s) effective

November 1, 2016. The next time your contract is amended, updated wording will be included to reflect the above changes.

Learning more

This [brochure](#) explains the PA program in further detail, such as how to find forms and the list of PA drugs, grandfathering, cost containment and access to our PPN.

Prior authorization and your plan members

As a reminder, the impact of adding PA to your drug plan is expected to be very low to plan members. Plan members who have been reimbursed for a PA drug between July 1, 2016 and October 31, 2016 will have their prescriptions grandfathered and do not have to submit those prescriptions through the PA process.

We have prepared a [communication](#) for you to share with your plan members to tell them about the addition of PA to your PDD group benefits plan and how it works.

Questions?

Contact your Sun Life Financial group benefits representative.