



OKLAHOMA INSURANCE DEPARTMENT
STATE OF OKLAHOMA

PHARMACY BENEFITS MANAGER (PBM) ANNUAL FILING REQUIREMENTS

Effective September 15, 2015, the Oklahoma Insurance Department (OID) will require Pharmacy benefits Manager's (PBM) to file an annual financial statement and a statement of the total number of covered individuals or lives served under all of the PBM's contracts and agreements in Oklahoma by **March 1** of each year. Effective November 1, 2015, per Title 36 O.S. Section 350, Title 59 O.S. Section 357-360, and Order No. 15-1152-PRJ this filing must be completed electronically through OPTins.

OPTins Electronic Filing

- Register and/or Login with OPTins at www.optins.org or by calling 816-783-8990. **NOTE: Do not wait to register with OPTins, as the process can take up to two (2) weeks to complete.**
- Once registered, select the "Filings" tab, then "Create Filing," enter the filing year, select "Oklahoma Regulated Entities" as the state, and choose either "Pharmacy Benefits Manager (firm) or (individual)" as the Company Type. **Note: use firm if filing for a company and individual for an individual.**
- Follow the instructions for filing the annual financial statement.
- Proceed to the payment screen and input "\$0" in the payment field. **NOTE: While there is no statutory annual report filing fee assessed by the Oklahoma Insurance Department, there is an electronic processing fee assessed by OPTins.**

NOTE: All questions regarding OPTins will need to be directed to OPTins at the number above.

Checklist for PBM Annual Filing Requirement

- **A report of the PBM's financial condition verified by the oath of an executive officer, using generally accepted accounting principles consisting of a balance sheet, income statement, and statement of cash flows**
- **Include in the statement the total number of covered individuals or lives served under all of the PBM's contracts and agreements in Oklahoma.**

All other questions regarding Pharmacy Benefits Managers, please contact DeAnn Robinson at 405-521-6648 or deann.robinson@oid.ok.gov