



OPA DATABASE GUIDE
FOR
PUBLIC USERS
CONTRACT PHARMACIES

AUGUST 2012
VERSION 4.2

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REGISTER CONTRACT PHARMACY

Objectives:

- Registering a Contract Pharmacy
- Requesting to Terminate a Pharmacy
- Adding other Contract Pharmacies
- Viewing Contract Pharmacies

REGISTERING A CONTRACT PHARMACY

DETAILS	EXAMPLE
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Contract Pharmacy (CP) Registration

- Contract Pharmacy (CP) Registration form is an online-automated process.
- Registration process must be started and completed within the same browser session. Form cannot be saved for later submission.
- OPA reviews the Contract Pharmacy Registration form after it is submitted.
- Only after OPA approves is the Contract Pharmacy Details available for viewing.

The screenshot shows the HRSA Office of Pharmacy Affairs website. The navigation menu includes Home, Covered Entities, Contract Pharmacies, Manufacturers, and Reports. Under the 'Contract Pharmacies' menu, the 'Register a Contract Pharmacy' link is highlighted with a red box. Other visible links include 'Search Contract Pharmacies', 'Search Covered Entities', and 'Search Manufacturers'. A 'Useful Links' section contains links for Help, Reports, User Guides, Forms, Termination Codes, Archived Medicaid Exclusion Files, Covered Entity Acronyms, Notes, and Contacts. A 'What's New' section contains a notice regarding the 340B registration period, including a table of registration periods and start dates.

Registration Period	Start Date
October 1 - October 15	January 1
January 1 - January 15	April 1
April 1 - April 15	July 1
July 1 - July 15	October 1

If the last date falls on a Saturday, Sunday, or Holiday, the following Monday will be the deadline.

This notice replaces all previous 340B Program guidance documents addressing the deadline and enrollment period for the 340B Program registration of new covered entities, addition of outpatient facilities and contract pharmacies, including any individual correspondence issued by HRSA on the subject.

The Office of Pharmacy Affairs will be hosting a webinar to review the new process with all stakeholders in the next few weeks. Specific information regarding the upcoming webinar will be sent in a future email and will be available on our website. If you have any questions, please send them to OPA.

Please note that for the quarter beginning October 1, 2012, the deadline remains September 1.

The Federal Register notice may be reviewed [here](#).

FOR DIRECT ASSISTANCE
Please call 1-800-628-8297 or email the **Pharmacy Services Support Center** for technical assistance.

You are entering an official US Government computer network! NEVER save your user-ID or password when accessing this system (especially on non-government computers). Please Note: You are entering an official United States government system, which may be used only for authorized purposes. This system may contain nonpublic HRSA information within the meaning of 12 CFR 4.32(b) that is subject to use and disclosure restrictions specified at 12 CFR 4.37. The unauthorized use or disclosure of nonpublic HRSA information or the unauthorized modification of any information stored on this system may result in criminal prosecution or administrative proceedings.

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program	July 26, 2012 9:17 AM ET	Questions, Comments, or Suggestions Email Us: ask@hrsa.gov Call Us: 1 - 800 - 628 - 6297
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REGISTERING A CONTRACT PHARMACY

DETAILS	EXAMPLE
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Registering Contract Pharmacy

1. Click the Register a Contract Pharmacy link on the HRSA OPA 340B Homepage.
2. Click on Yes radio buttons.
3. Click the Continue button.

Instructions and Pre-Qual Questions

- System does not advance to the next section until the current section is completed and validated.
- As system progresses through the process, it displays completed sections.
- Pre-Qual Questions are required. It is recommended to discontinue the Registration if uncertain about questions, or required information is not available.
- Use the scroll bars to read the Instructions in their entirety.
- Answering No to any of the Pre-Qual questions, returns to the HRSA OPA 340B Homepage.

Errors Messages

- Error message displays when required information is not completed with specific information about data missing or incorrectly entered.

The screenshot shows the HRSA 340B registration interface. At the top, it says "You are at Register a Contract Pharmacy." Below the navigation menu (Home, Covered Entities, Contract Pharmacies, Manufacturers, Reports), there is an "Instructions" section with a scroll bar on the right. A red box highlights the scroll bar. Below the instructions is a "Pre-Qualification Questions" section with four questions, each with a "Yes" radio button selected. At the bottom, there are "Continue" and "Cancel" buttons. The footer includes the HHS Privacy Policy Notice and contact information for the Office of Pharmacy Affairs (OPA) - 340B Program.

The screenshot shows the HRSA 340B registration interface with an error message. At the top, it says "You are at Register a Contract Pharmacy." Below the navigation menu, there is an "Errors" section with a red box around the message: "Please select an answer for Pre-Qualification Question 4". Below the errors is the "Instructions" section with a scroll bar on the right. Below the instructions is the "Pre-Qualification Questions" section. Question 4, "Have the legal documents been reviewed?", has the "No" radio button selected. A red box highlights the "No" radio button and the error message. At the bottom, there are "Continue" and "Cancel" buttons. The footer includes the HHS Privacy Policy Notice and contact information for the Office of Pharmacy Affairs (OPA) - 340B Program.

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

Search Criteria

1. Enter a 340B ID number in the 340B ID field, which is required.
 - A partial number can be entered, and typically, multiple Covered Entities display when a partial number is used (i.e., FP320).

Search Results

2. Click the **Search** button and the **Search Results** displays applicable Covered Entity, if actively participating in 340B Program.

3. Select the radio button next to the selected 340B ID.
4. Click the **Continue** button.

Request to Terminate Pharmacy

- If there are existing contracts, for the selected Covered Entity, a request can be made to terminate an existing contract during the CP Registration process.
- If no other contract(s) exists with the Covered Entity, the Request to Terminate a Pharmacy is omitted from the Registration process.

340B ID	Entity Type	Entity Name	Sub Name	Address	City	State	Start Date	Term Date	Edit Date
CH090720	CH	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	150 VALPREDA ROAD	SAN MARCOS	CA	12/01/1992		12/09/2008

Request to Terminate	Pharmacy Name	City	State	Start Date	Requested Termination Date
<input type="checkbox"/>	ADRX Pharmacy	LOS ANGELES	CA	03/28/2011	<input type="text"/>
<input type="checkbox"/>	FX Drugstore	NORTH HOLLYWOOD	CA	03/22/2011	<input type="text"/>
<input type="checkbox"/>	RAMONA PHARMACY, INC.	RAMONA	CA	08/01/2007	<input type="text"/>

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

1. Select radio button to request for contract termination.
2. Click on checkbox next to applicable Pharmacy Name.
3. Enter a date in the Requested Termination Date field.
4. Click the button.

5. Enter contact information in the Requestor Details section.
6. Click the button.

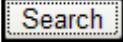
7. Click the button.
 - An email is sent to OPA when a Request to Terminate is requested. OPA confirms the request before it is processed.

REGISTERING A CONTRACT PHARMACY

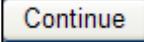
DETAILS

EXAMPLE

Zip Code Search

1. Enter a partial or 5-digit zip code.
2. Click the  button and the Pharmacy Results table displays.

Pharmacy Results

- Pharmacy Search Results returns:
 - No results for Pharmacies with zip code entered.
 - Or**
 - One or more Pharmacies with zip code entered.
- 3. Select radio button for new Pharmacy to be created.
- 4. Click the  button.

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Search Criteria

Pharmacy Zip:

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program

May 16, 2011 8:38 AM ET

Questions, Comments, or Suggestions Email Us: OPA340BProgram@hrsa.gov Call Us: 1 - 800 - 628 - 6297

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Search Results

The number of rows returned: 21 Rows/Page: 10

Pharmacy Name	Address	City	State	Zip
<input type="radio"/> BRAWLEY PHARMACY	196 W LEGION ROAD #B	BRAWLEY	CA	92227
<input type="radio"/> CALEXICO PHARMACY	420 EAST 2ND STREET	CALEXICO	CA	92231
<input type="radio"/> CAREMARK	1127 BRYN MAWR AVENUE SUITE A	REDLANDS	CA	92374
<input type="radio"/> CEDAR PHARMACY	10737 CAMINO RUIZ #138	SAN DIEGO	CA	92126
<input type="radio"/> CLARK'S GREENFIELD PHARMACY	1685 E MAIN STREET	EL CAJON	CA	92021
<input type="radio"/> DESERT HOSPITAL OUTPATIENT PHARMACY	1180 N. INDIAN CANYON DR. SUITE #E140	PALM SPRINGS	CA	92262
<input type="radio"/> DESERT MEDICAL PHARMACY	1600 S. IMPERIAL AVE., SUITE #12	EL CENTRO	CA	92243
<input type="radio"/> IN-HOUSE PHARMACIES, INC.	610 GATEWAY CENTER WAY, #CDEF	SAN DIEGO	CA	92102
<input type="radio"/> MAJESTIC PHARMACY	4456 VANDEVER AVE., STE. 5	SAN DIEGO	CA	92120
<input type="radio"/> MAJESTIC PHARMACY	4456 VANDEVER AVE., STE. 5	SAN DIEGO	CA	92120

The requested Pharmacy is not in this list. A new Pharmacy needs to be created.

Page 1 of 2

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HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program

May 16, 2011 8:42 AM ET

Questions, Comments, or Suggestions Email Us: OPA340BProgram@hrsa.gov Call Us: 1 - 800 - 628 - 6297

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

Adding New Contract Pharmacy

- Request Contract Begin Date defaults to the current date. The date can be changed to a future date, but not prior to current date.
- All details for a new Contract Pharmacy are completed in the Contract Pharmacy Details section.
- Covered Entity Details includes the primary information about the CE, which cannot be edited.
- During the CP Registration process, another contract can be added for the same Contract Pharmacy or same Covered Entity.
- Click the Undo button to undo data entered.
- Selecting the for CE Primary Contact and CP Primary Contact, auto-populates the fields with the same contact information as the CE Signing Official and CP Signing Official.

Contract Details

*Requested Contract Begin Date: 5/16/2011

NOTE: Allow 10 business days for approval. The Contract is not valid until it has been approved by OPA.

Covered Entity Details

340B ID: CH090720
 Entity Name: NORTH COUNTY HEALTH SERVICES
 Entity Sub-Division Name: SAN MARCOS
 Entity Type: CH
 Grant/Provider Number: H80CS00228
 Address: 150 VALPREDA ROAD
 SAN MARCOS, CA 92069

Contract Pharmacy Details

*Name: Evers Pharmacy
 *Address Line 1: 3109 Linden Lane
 Address Line 2:
 *City: Marin
 *State: California
 *Zip: 92063

CE Signing Official

*Name: Doug Sharp
 *Title: President
 *Phone: 919-555-6902
 *Email: dougsharp@xxx.com
 *Signed By Date: 5/10/2011

CP Signing Official

*Name: Sam Quincy
 *Title: President
 *Phone: 919-555-3434
 *Email: squincy@xxx.com
 *Signed By Date: 5/11/2011

CE Primary Contact

Make Contact Information same as Signed by Information

Name: Doug Sharp
 Title: President
 Phone: 919-555-6902
 Email: dougsharp@xxx.com

CP Primary Contact

Make Contact Information same as Signed by Information

*Name: Jane Meyer
 *Title: Pharmacist
 *Phone: 919-555-3809
 *Email: jmeyer@xxx.com

*Please answer one of the following, which is required.

Do you want to add another contract?
 No
 Yes, for same Contract Pharmacy.
 Yes, for same Covered Entity.

Submit Cancel

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS)
 Health Resources and Services Administration (HRSA)
 Office of Pharmacy Affairs (OPA) - 340B Program

May 16, 2011
 9:01 AM ET

Questions, Comments, or Suggestions
 Email Us: OPA340BProgram@hrsa.gov
 Call Us: 1 - 800 - 628 - 6297

REGISTERING A CONTRACT PHARMACY

DETAILS	EXAMPLE
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Completing CP Registration Form

1. Enter information in fields as required.
2. Click the button and if **No** other contracts are to be added, the Contract Registration process continues.

Adding Additional Contracts

- Multiple contracts can be added during the Contract Pharmacy Registration process.
- Options are:
 - **No** is default for Adding Contracts section. Indicates the CP Registration is complete and navigates to Confirmation page.
 - **Yes** to adding another contract for the same Contract Pharmacy provides option to add more contracts to the same CP with additional Covered Entities.
 - **Yes** to adding another contract for the same Covered Entity provides option to add more contracts for additional Contract Pharmacies.
 - Only one option can be selected for Yes, not both.

Login | Help

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities ▾ Contract Pharmacies ▾ Manufacturers ▾ Reports

Contract Details

*Requested Contract Begin Date: 5/16/2011 NOTE: Allow 10 business days for approval. The Contract is not valid until it has been approved by OPA.

Contract Pharmacy Details Continue Undo

*Name: Evers Pharmacy

*Address Line 1: 3109 Linden Lane

Address Line 2:

*City: Marin

*State: California

*Zip: 92063 -

Covered Entity Details

340B ID: CH090720
 Entity Name: NORTH COUNTY HEALTH SERVICES
 Entity Sub-Division Name: SAN MARCOS
 Entity Type: CH
 Grant/Provider Number: H80CS00228
 Address: 150 VALPREDA ROAD
 SAN MARCOS, CA 92069

CE Signing Official Continue Undo

*Name: Doug Sharp

*Title: President

*Phone: 919-555-6902 Ext:

*Email: dougsharp@xxx.com

*Signed By Date: 5/16/2011

CP Signing Official Continue Undo

*Name: Sam Quincy

*Title: President

*Phone: 919-555-3434 Ext:

*Email: squincy@xxx.com

*Signed By Date: 5/20/2011

CE Primary Contact

Make Contact Information same as Signed by Information Continue Undo

Name: Doug Sharp
 Title: President
 Phone: 919-555-6902 Ext:
 Email: dougsharp@xxx.com

CP Primary Contact

Make Contact Information same as Signed by Information Continue Undo

*Name: Jane Meyer

*Title: Pharmacist

*Phone: 919-555-3809 Ext:

*Email: jmeyer@xxx.com

*Please answer one of the following, which is required.
 Do you want to add another contract? No
 Yes, for same Contract Pharmacy.
 Yes, for same Covered Entity.

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) | May 16, 2011 | 4:19 PM ET
 Health Resources and Services Administration (HRSA)
 Office of Pharmacy Affairs (OPA) - 340B Program

Questions, Comments, or Suggestions
 Email Us: OPA340BProgram@hrsa.gov
 Call Us: 1 - 800 - 628 - 6297

REGISTERING A CONTRACT PHARMACY

DETAILS	EXAMPLE
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Confirming CP Registration

1. Click the button.

Adding Another CP to Same Covered Entity

2. Enter partial or 5-digit zip code in the Pharmacy Zip field.

3. Click the button and the Pharmacy Results table displays with applicable Pharmacies for Zip Code.

4. Select a radio button next a Pharmacy Name.

Or

Select the radio button next to the field: The requested Pharmacy is not in this list. A new Pharmacy needs to be created.

5. Click the button.

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Register Pharmacy Online
Form successfully submitted. To complete the registration process, an original, signed form must be submitted and received by the office of Pharmacy Affairs, 5000 Fishers Lane, Mail Stop 10C-03, Rockville, MD 20857 or Fax (301) 594-4882. It is NOT necessary to send this document via express mail. You can also email a copy of signed, scanned form to opesta@hrsa.gov.

Contract Pharmacy Details
Contract Pharmacy Name: Evers Pharmacy Address: 3109 Linden Lane
City: Marin State: CA

Covered Entity Details
Covered Entity Name: NORTH COUNTY HEALTH SERVICES Covered Entity Type: Consolidated Health Center Program
Covered Entity Sub-Division Name: SAN MARCOS Grant/ Provider Number: H80CS00228
Contract Begin Date: 5/16/2011

Your Registration Form has been submitted.

Please keep in mind that by adding multiple contracts in one process, the Registration form generated by the system will condense the signature page to include one instance of the signature for the reused Covered Entity or Pharmacy and individual signatures for each contract for the other contract representatives. This may not be the desired behavior if, for example, there are multiple interested parties signing on behalf of various contract pharmacies. To generate unique signature documents for each contract, select the option to complete the process after each contract is submitted.

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program May 16, 2011 4:28 PM ET Questions, Comments, or Suggestions Email Us: OPA340BProgram@hrsa.gov Call Us: 1 - 800 - 628 - 6297

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Search Criteria

Pharmacy Zip:

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program May 16, 2011 4:34 PM ET Questions, Comments, or Suggestions Email Us: OPA340BProgram@hrsa.gov Call Us: 1 - 800 - 628 - 6297

HRSA 340B You are at Register a Contract Pharmacy.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Search Results

The number of rows returned: 23 Rows/Page:

Pharmacy Name	Address	City	State	Zip
<input type="radio"/> BRAWLEY PHARMACY	196 W LEGION ROAD #B	BRAWLEY	CA	92227
<input type="radio"/> CALEXICO PHARMACY	420 EAST 2ND STREET	CALEXICO	CA	92231
<input type="radio"/> CAREMARK	1127 BRYN MAWR AVENUE SUITE A	REDLANDS	CA	92374
<input type="radio"/> CEDAR PHARMACY	10737 CAMINO RUIZ #138	SAN DIEGO	CA	92128
<input checked="" type="radio"/> CLARK'S GREENFIELD PHARMACY	1685 E MAIN STREET	EL CAJON	CA	92021
<input type="radio"/> DESERT HOSPITAL OUTPATIENT PHARMACY	1180 N. INDIAN CANYON DR. SUITE #E140	PALM SPRINGS	CA	92262
<input type="radio"/> DESERT MEDICAL PHARMACY	1800 S. IMPERIAL AVE., SUITE #12	EL CENTRO	CA	92243
<input type="radio"/> Evers Pharmacy	3109 Linden Lane	Marin	CA	92083
<input type="radio"/> Evers Pharmacy	3109 Linden Lane	Marin	CA	92083
<input type="radio"/> IN-HOUSE PHARMACIES, INC.	610 GATEWAY CENTER WAY, #CDEF	SAN DIEGO	CA	92102
<input type="radio"/> The requested Pharmacy is not in this list. A new Pharmacy needs to be created.				

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1 2 3

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program May 16, 2011 4:47 PM ET Questions, Comments, or Suggestions Email Us: OPA340BProgram@hrsa.gov Call Us: 1 - 800 - 628 - 6297

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

Contract Pharmacy Details

- If the Pharmacy is an existing pharmacy, then the Pharmacy Details section is view only.
 - If a new Contract Pharmacy is being created, it requires entering the Pharmacy Details.
 - Covered Entity Details are view only.
1. Edit CE Signing Official and CE Primary Contact fields, if applicable.
 - Auto-populates from the original CP Registration.
 2. Enter CP Signing Official Contact Information.
 3. Enter CP Primary Contact information.
 4. Click the **Submit** button.

HRSA 340B You are at Register a Contract Pharmacy. Login | Help

Home Covered Entities ▼ Contract Pharmacies ▼ Manufacturers ▼ Reports

Contract Details

*Requested Contract Begin Date: 6/1/2011 NOTE: Allow 10 business days for approval. The Contract is not valid until it has been approved by OPA.

Covered Entity Details
 340B ID: CH090720
 Entity Name: NORTH COUNTY HEALTH SERVICES
 Entity Sub-Division Name: SAN MARCOS
 Entity Type: CH
 Grant/Provider Number: H90CS00228
 Address: 150 VALPREDA ROAD
 SAN MARCOS, CA 92069

Contract Pharmacy Details
 Name: CLARK'S GREENFIELD PHARMACY
 1685 E MAIN STREET
 EL CAJON, CA 92021

CE Signing Official Continue Undo

*Name: Doug Sharp
 *Title: President
 *Phone: 919-555-6902 Ext:
 *Email: dougsharp@xxx.com
 *Signed By Date: 5/16/2011

CP Signing Official Continue Undo

*Name: Harry Foster
 *Title: Owner
 *Phone: 902-679-1267 Ext:
 *Email: hfoster@xxx.com
 *Signed By Date: 5/31/2011

CE Primary Contact Continue Undo

Make Contact Information same as Signed by Information

*Name: Doug Sharp
 *Title: President
 *Phone: 919-555-6902 Ext:
 *Email: dougsharp@xxx.com

CP Primary Contact

Make Contact Information same as Signed by Information

Name: Harry Foster
 Title: Owner
 Phone: 902-679-1267 Ext:
 Email: hfoster@xxx.com

*Please answer one of the following, which is required.
 Do you want to add another contract? No Yes, for same Covered Entity.

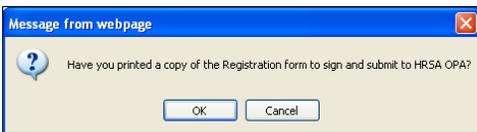
HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS)
 Health Resources and Services Administration (HRSA)
 Office of Pharmacy Affairs (OPA) - 340B Program May 16, 2011
 4:50 PM ET Questions, Comments, or Suggestions
 Email Us: OPA340BProgram@hrsa.gov
 Call Us: 1 - 800 - 628 - 6297

REGISTERING A CONTRACT PHARMACY

DETAILS	EXAMPLE
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5. Click the button to print a copy of the Contract Pharmacy Registration form.
6. Click the button and a pop-up window displays a reminder message to print the document.



Always print a copy of the Online Registration form. If you do not print, there is no way to retrieve a copy for your records.

7. Click the button and return to **HRSA OPA 340B Homepage**.

Printing Online CP Registration

- New browser window opens and displays print version of Online Contract Pharmacy Registration form.
- Use Print... button under File on browser menu toolbar.

Dept. of Health and Human Services, Health Resources and Services Administration, HealthCare Systems Bureau
Instructions for Completing the Online Contract Pharmacy Registration Form for the 340B Program

Covered entities that plan to utilize contract pharmacy arrangements to dispense drugs purchased under the 340B Drug Pricing Program must submit the **Contract Pharmacy Registration Form** to the Office of Pharmacy Affairs (OPA) for each contract.

*****Please note that the Online Contract Pharmacy Registration Form differs slightly from the Printable Contract Pharmacy Registration Form. Follow the online instructions to complete the online form.*****

Prior to completing this form, a covered entity must have their own legal counsel review all contracts or other legal documents to ensure that all Federal, State and local requirements have been met. OPA will not review contracts. The agreement between the covered entity and the contract pharmacy must include those elements outlined in the Contract Pharmacy Services Guidelines. (<http://edocket.access.gpo.gov/2010/pdf/2010-4755.pdf>).

NOTE ON SIGNATURES - The printed Contract Pharmacy Registration Form must be signed by a responsible representative of each organization and submitted to OPA. For the covered entity, the responsible representative may be the President, Chief Executive Officer, Chief Operating Officer, Chief Financial Officer, or Program Director. For the pharmacy, the responsible representative may be the owner, the President, Chief Executive Officer, Chief Operating Officer, or Chief Financial Officer. If you are in doubt regarding the acceptability of a signature, please contact the Pharmacy Services Support Center at 1-800-628-6297 or via email at pssc@aphanet.org prior to submission of your registration form.

NOTE ON EFFECTIVE DATE - Do not begin the contract pharmacy arrangement prior to the effective date shown on the OPA web-based database. Please be advised OPA will NOT post a retroactive date. (<https://opanel.hrsa.gov/opa/CP/CPExtract.aspx>). Please submit the Signed Contract Pharmacy Registration form to OPA at least ten business days before the effective date of the contract. OPA attempts to post forms received in this timeframe by the contract's effective date. Please also note the contract pharmacy effective date may not precede the registration date of the covered entity. For example, an organization added as a covered entity for the April 1, 2010 quarter may not have a contract pharmacy effective date prior to April 1, 2010.

The Contract Pharmacy Registration process is not complete unless the form has been completed in its entirety and the original, signed copy is received by: Office of Pharmacy Affairs, 5600 Fishers Lane, Mail Stop 10C-03, Rockville, MD 20857 FAX (301) 594-4982. OPA will notify you via email when your form has been processed.

NOTE: The Registration Process must be started and completed within the same browser session. Incomplete Registration Forms cannot be saved for later submission.

Public Burden Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is 0915-0327. Public burden is estimated to average 5 minutes per respondent, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to HRSA Reports Clearance Officer, 5600 Fishers Lane, Room 14-33, Rockville, Maryland 20857.
 OMB No. 0915-0327; Expiration Date: 8/31/2012
 Revised March 2010.

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

- Contract Pharmacy Online Registration Form for the 340B Program

Dept. of Health and Human Services, Health Resources and Services Administration, HealthCare Systems Bureau
Contract Pharmacy Online Registration Form for the 340B Program
 This is to certify that a Contract Pharmacy Services arrangement is in effect between the following Covered Entity and list of Pharmacies.

340B ID Number: CH090720
Covered Entity Name: NORTH COUNTY HEALTH SERVICES
Street Address: 150 VALPREDA ROAD
City, State, Zip: SAN MARCOS CA 92069
and

Pharmacy Name: Evers Pharmacy	Pharmacy Name: CLARK'S GREENFIELD PHARMACY
Street Address: 3109 Linden Lane	Street Address: 1685 E MAIN STREET
City, State, Zip: Marin , CA 92063	City, State, Zip: EL CAJON , CA 92021

The undersigned represent and confirm that he/she is fully authorized to bind the Covered Entity or the Pharmacy listed, and certifies that the contents of any statement made or reflected in this document are truthful and accurate. The Covered Entity and the Pharmacy will comply with all of the requirements and restrictions of Section 340B of the Public Health Service Act and any accompanying regulations or guidelines, including, but not limited to, the prohibitions on duplicate discounts/rebates, and drug diversion. The Covered Entity and the Pharmacy agree to be in compliance with the provisions of the Contract Pharmacy Services Guidelines as set forth in the *Federal Register*, Vol. 75, No. 43, March 5, 2010.

Covered Entity Name: NORTH COUNTY HEALTH SERVICES

Covered Entity Contact Information:

Doug Sharp _____ Name	_____ Signature of Responsible Representative of Covered Entity
President _____ Title	Doug Sharp, President _____ (Type or Print Name and Title)
919-555-6902 _____ Telephone Number	_____ Date
dougsharp@xxxx.com _____ Email address	

Note: If the signer is the same for each contract, only one signature is necessary provided that the signer initials each additional signature block.

Requested Contract Begin Date	Signature and information of Pharmacy Representative
5/16/2011	Evers Pharmacy Sam Quincy President _____ Signature of Responsible Representative of Pharmacy _____ Date
6/1/2011	CLARK'S GREENFIELD PHARMACY Harry Foster Owner _____ Signature of Responsible Representative of Pharmacy _____ Date

You may FAX a copy to 301-594-4982, however, you must also submit a signed, original form to: Office of Pharmacy Affairs, 5600 Fishers Lane, Mail Stop 10C-03, Rockville, MD 20857. For assistance, call 1-800-628-6297

REGISTERING A CONTRACT PHARMACY

DETAILS

EXAMPLE

Email Notification

- Once OPA reviews and approves Contract Pharmacy Contract, an email is generated to CE Primary Contact and CP Primary Contact.
- Email notification provides the effective date of the contract, along with easy-to-follow instructions on accessing the information in the HRSA 340B System.

-----Original Message-----
 From: admin@hrsa.gov [mailto:admin@hrsa.gov]
 Sent: Tuesday, May 17, 2011 11:43 AM
 To: dougsharp@xxx.com; jmeyer@xxx.com
 Cc: Test 340B
 Subject: CH990720 - 340B Contract Pharmacy Confirmation - arrangement between NORTH COUNTY HEALTH SERVICES and Evers Pharmacy

Important Notice - Please review your existing Contract Pharmacies and notify the Office of Pharmacy Affairs (OPA) of any updates or Contract Pharmacy relationships that are no longer valid.

This is to inform you that the Office of Pharmacy Affairs (OPA) has received the "Contract Pharmacy (CP) Registration Form for the 340B Program" for the arrangement between NORTH COUNTY HEALTH SERVICES at 150 VALPREDA ROAD, SAN MARCOS, CA 92069 and Evers Pharmacy at 3189 Linden Lane, Marin, CA 92063. The effective date is 5/17/2011, requested or approved in the processing of your request.

The Covered Entity and Pharmacy Contact and Signer Information are listed below:

Covered Entity Contact Information:
 Name: Doug Sharp
 Title: President
 Telephone Number: 919-555-6902
 Email Address: dougsharp@xxx.com

Covered Entity Signer Information:
 Name: Doug Sharp
 Title: President

Pharmacy Contact Information:
 Name: Jane Meyer
 Title: Pharmacist
 Telephone Number: 919-555-3809
 Email Address: jmeyer@xxx.com

Pharmacy Signer Information:
 Name: Sam Quincy
 Title: President

Please review the information entered for your organization, to ensure there are no errors at: <http://opanet.hrsa.gov/opa/Default.aspx>

- In the middle section of the Home page under "Contract Pharmacies," click the first option, "Search Contract Pharmacies."
- Enter "CH990720" in the field marked "340B ID" and click "Search."
- When the results display, click on the 340B ID on the left to display the contents of the record.

If any of the contract pharmacy information is incorrect, please notify us as soon as possible via email reply so that it may be corrected. Please reference your 340B ID number (CH990720) in your communication. If your arrangement changes in any way (including termination of the arrangement), please let us know as well. You may find it helpful to review the OPA website from time to time as we are continually adding new information. The website address is www.hrsa.gov/opa.

Please note that when you purchase pharmaceuticals from manufacturers and wholesalers, NORTH COUNTY HEALTH SERVICES should be invoiced and NOT Evers Pharmacy. This requirement ensures that the covered entity has legal title to any drugs purchased.

If you have any questions, please contact us at opastaff@hrsa.gov. Welcome to the program!

Viewing Contract Pharmacy Details

- Click on Search Contract Pharmacies link on the HRSA OPA 340B Homepage.

The screenshot shows the HRSA Office of Pharmacy Affairs website. The navigation menu includes Home, Covered Entities, Contract Pharmacies, Manufacturers, and Reports. The 'Contract Pharmacies' section is expanded, showing a red box around the 'Search Contract Pharmacies' link. Other links include 'Register a Contract Pharmacy' and 'Search Manufacturers'. A 'Useful Links' section on the right lists various resources like Help, Reports, User Guides, Forms, Termination Codes, Archived Medicaid Exclusion Files, Covered Entity Acronyms, Notes, and Contacts. A 'What's New' section contains updates on database enhancements and registration periods. An 'Important Notifications' section provides details on the 340B registration period, including a table of registration periods and start dates.

Registration Period	Start Date
October 1 - October 15	January 1
January 1 - January 15	April 1
April 1 - April 15	July 1
July 1 - July 15	October 1

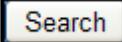
FOR DIRECT ASSISTANCE
 Please call 1-800-628-6297 or email the [Pharmacy Services Support Center](#) for technical assistance.

VIEW CONTRACT PHARMACY

DETAILS

EXAMPLE

2. Enter information in the CP Search Criteria fields.

3. Click the  button

4. Click on the [Detail](#) link next to the applicable contract and the Contract Details screen displays.

HRSA 340B You are at Search Contract Pharmacies.

Home Covered Entities Contract Pharmacies Manufacturers Reports

CP Search Criteria

340B ID: CH090720 Pharmacy Name:

Entity Name: Pharmacy City:

Entity City: Pharmacy State: ALL

Entity State: ALL Pharmacy Zip:

Advanced Search Criteria

Advanced Query Options:

Begin Date: From To

Term Date: From To

Edit Date: From To

HHS Privacy Policy Notice

U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program

May 17, 2011 12:31 PM ET

Questions, Comments, or Suggestions
Email Us: OPA340BProgram@hrsa.gov
Call Us: 1 - 800 - 628 - 6297

HRSA 340B You are at Search Contract Pharmacies.

Home Covered Entities Contract Pharmacies Manufacturers Reports

The number of rows returned: 4 Rows/Page: 10 Set Show Search Criteria Export Results

Select	Contract Detail	340B ID	Entity Name	Entity City	St	Pharmacy Name	Pharmacy Address	City	St	Zip	Start Date	Term Date
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	ADRX Pharmacy	6240 WILSHIRE BLVD.	LOS ANGELES	CA	90048	03/28/2011	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	PX Drugstore	5300 LANKERSHIM BLVD. SUTIE 150	NORTH HOLLYWOOD	CA	91601	03/22/2011	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	RAMONA PHARMACY, INC.	677 MAIN STREET	RAMONA	CA	92066	08/01/2007	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	Evers Pharmacy	3109 Linden Lane	Marin	CA	92083	05/17/2011	

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U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program

May 17, 2011 12:34 PM ET

Questions, Comments, or Suggestions
Email Us: OPA340BProgram@hrsa.gov
Call Us: 1 - 800 - 628 - 6297

VIEW CONTRACT PHARMACY

DETAILS

EXAMPLE

5. Review Contract Details, a *view-only* screen.



If changes are needed, contact OPA at 1-800-628-6297.

6. Click the **Cancel** button and the CP Search screen displays.

Searching Contract Pharmacy

CP Search Criteria screen provides navigation to select and view Contract Pharmacy Detail records, export data for reports, and generate data export spreadsheets. The more criteria entered, the more filtered the Results.

- State field: Defaults to All.

Tip - Multiple States can be selected by holding down the Control key.

Tip – Select a range of states by holding down the Shift key.

- **Search** button initiates the search.
- **Clear** button clears the fields.
- **Export** button exports data to an Excel spreadsheet based on the criteria selected.

SEARCH CONTRACT PHARMACY

DETAILS	EXAMPLE
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- Entity Name field searches on:
 - Partial names entered for Covered Entity and Subdivision Name.
 - Entity Name returns results with Entity/Subdivision Names as part of the name. For example, entering East in the field, search results would include combinations for Covered Entities with "east" in the name. Returns could be names such as, Eastern Hospital, Southeast Center, etc.

CP Advanced Search Criteria

Advanced Search Criteria provides advanced query options for specific criteria.

- Selecting from the drop-down, auto-populates the date range fields.
- Date range fields can be changed.

CP Search Results

- CP Search Results table provides links to the Contract Details, Covered Entity Details and Pharmacy Name screens, which are view only.

- Click the Search Contract Pharmacies link on the homepage.
- Enter applicable search criteria.
- Click the **Search** button and the Search Results table displays.

Entity Name:

SEARCH CONTRACT PHARMACY

DETAILS

EXAMPLE

- Search Results display in uniform table format.
- Number of rows display default is 10, can be set be to 10 to 200 ROWS.

- Columns are sortable. Click any column heading to change sort to descending order. The default is by ascending order.

- Select All checkbox selects all records in the Search Results table.
- Click a **Detail** link next to which displays the Contract Pharmacy Details record.
- Click on a 340B ID number (i.e., **CH090720**) which links to the Covered Entity Details record.
- Click a Pharmacy name link (i.e., **Evers Pharmacy**) and basic details and link to CP Details display.
- **Show Search Criteria** button returns to Search screen, with results maintained.
- **Hide Search Criteria** hides the Search screen.

Provides total number of results returned.

Contract Detail	340B ID	Entity Name	Entity City	St	Pharmacy Name	Pharmacy Address	City	St	Zip	Start Date	Term Date
Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	ADRX Pharmacy	6240 WILSHIRE BLVD.	LOS ANGELES	CA	90048	03/28/2011	
Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	PX Drugstore	5300 LANKERSHIM BLVD. SUTIE 190	NORTH HOLLYWOOD	CA	91001	03/22/2011	
Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	RAMONA PHARMACY, INC.	677 MAIN STREET	RAMONA	CA	92065	06/01/2007	
Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	Evers Pharmacy	3109 Linden Lane	Marin	CA	92063	05/17/2011	

- Lists number of pages at the bottom, which changes if the number of rows is changed. Click on the next number to view the next group of records.

VIEW CONTRACT PHARMACY DETAILS

DETAILS

EXAMPLE

Viewing Contract Details

1. Click the **Detail** link for the applicable Contract Pharmacy.
2. CP Contract Details record displays, which is view only.
3. Click the **Cancel** button and the CP Search screen displays.

The screenshot shows the HRSA 340B web application interface. The top navigation bar includes 'Home', 'Covered Entities', 'Contract Pharmacies', 'Manufacturers', and 'Reports'. Below this is a search results table with columns for Contract ID, Entity Name, City, Pharmacy Name, Address, City, State, Zip, Start Date, and Term Date. The first row is highlighted, and a 'Detail' link is visible next to it. Below the table, there is a 'Cancel' button. The second screenshot shows the 'Contract Details' page for a specific contract, displaying information such as 'Approval Date: 5/17/2011', 'Contract Begin Date: 5/17/2011', and 'Contract Termination Date:'. It also includes sections for 'Covered Entity Details', 'Contract Pharmacy Details', 'CE Signing Official', 'CP Signing Official', 'CE Primary Contact', and 'CP Primary Contact'. A 'Cancel' button is located at the bottom of the page.

VIEW COVERED ENTITY DETAILS

DETAILS

EXAMPLE

Viewing CE Details

- Covered Entity Details displays relevant CE information (i.e., Address, Dates, Contacts, etc.) with tabs for each section.
- CE Details is view-only screen.
- Each tab navigates to a different section.
- Contract Pharmacy section provides:
 - Overview of any CP contracts associated with the Covered Entity.
 - Links to view the CP Details records.
 - Links to Pharmacy Name.

1. Click the 340B ID link (i.e., [CH090720](#)) for applicable CP record on the Search Results table.

Contract Detail	340B ID	Entity Name	Entity City	State	Pharmacy Name	Pharmacy Address	City	State	Zip	Start Date	Term Date
<input type="checkbox"/>	CH090720	NORTH-COUNTY HEALTH SERVICES	SAN MARCOS	CA	ADRX Pharmacy	5245 BILBANE BLVD	LOS ANGELES	CA	90048	03/26/2011	
<input type="checkbox"/>	CH090720	NORTH-COUNTY HEALTH SERVICES	SAN MARCOS	CA	PK Drugstore	5300 UNIVERSITY HILLSWOOD BLVD	NORTH HOLLYWOOD	CA	91501	03/22/2011	
<input type="checkbox"/>	CH090720	NORTH-COUNTY HEALTH SERVICES	SAN MARCOS	CA	SARNOVA PHARMACY, INC.	877 MAIN STREET	RANCHO	CA	92085	08/01/2007	
<input type="checkbox"/>	CH090720	NORTH-COUNTY HEALTH SERVICES	SAN MARCOS	CA	Evans Pharmacy	1108 Linden Lane	Herm	CA	92095	09/17/2011	

2. View Covered Entity Details record.
3. Click the  button to print a copy of the record.
Click the  button and return to the CP Search screen.

HRSA Office of Pharmacy Affairs Login | Help

Home Covered Entities ▼ Contract Pharmacies ▼ Manufacturers ▼ Reports

CH090720 - NORTH COUNTY HEALTH SERVICES

Details Addresses Dates Medicaid Contacts Contract Pharmacy Parent/Child Recert Mgt History

Covered Entity Details

340B ID: CH090720

Entity Name: NORTH COUNTY HEALTH SERVICES Entity Type: Consolidated Health Center Program

Entity Sub-Division Name: SAN MARCOS Grant Number: H80CS00228

Medicare Provider Number: Site ID:

Cancel Print

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VIEW PHARMACY NAME

DETAILS

EXAMPLE

Viewing Pharmacy Name Details

- Pharmacy Name navigates to the Contract Pharmacy Details screen, which is view-only.
- Click the applicable Pharmacy Name link (i.e., **ADRX Pharmacy**), and Contract Pharmacy Details screen displays.
 - View Contract Pharmacy Details.
 - Click the **Cancel** button and return to the CP Search screen.

The screenshot shows the HRSA 340B search results page. At the top, it says "You are at Search Contract Pharmacies." Below the navigation bar, there are search filters and a table of results. The table has columns for Contract Detail, 340B ID, Entity Name, Entity City, St, Pharmacy Name, Pharmacy Address, City, St, Zip, Start Date, and Term Date. Four results are shown, including ADRX Pharmacy, PX Drugstore, RAMONA PHARMACY, INC., and Evers Pharmacy.

Select All	Contract Detail	340B ID	Entity Name	Entity City	St	Pharmacy Name	Pharmacy Address	City	St	Zip	Start Date	Term Date
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	ADRX Pharmacy	5240 WILSHIRE BLVD.	LOS ANGELES	CA	90048	03/28/2011	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	PX Drugstore	5300 LANKEKERSHIM BLVD. SUTIE 100	NORTH HOLLYWOOD	CA	91601	03/22/2011	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	RAMONA PHARMACY, INC.	677 MAIN STREET	RAMONA	CA	92065	08/01/2007	
<input type="checkbox"/>	Detail	CH090720	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	CA	Evers Pharmacy	3109 Linden Lane	Marin	CA	92063	05/17/2011	

The screenshot shows the "Contract Pharmacy Details" screen for RAMONA PHARMACY, INC. It displays the pharmacy's name, address (677 MAIN STREET, RAMONA, CA 92065), and a "Comments" field. Below this is a "Contracts" table with columns for Contract Detail, 340B ID, Entity Type, Entity Name, Sub Name, Address, City, State, Begin Date, Term Date, and Edit Date. Two contracts are listed: CH090720 and CH099010. At the bottom, there is a "Record Info" section showing the edit date and user.

Select All	Contract Detail	340B ID	Entity Type	Entity Name	Sub Name	Address	City	State	Begin Date	Term Date	Edit Date
<input type="checkbox"/>	Detail	CH090720	Consolidated Health Center Program	NORTH COUNTY HEALTH SERVICES	SAN MARCOS	150 VALPREDIA ROAD	SAN MARCOS	CA	08/01/2007		08/02/2007
<input type="checkbox"/>	Detail	CH099010	Consolidated Health Center Program	BORREGO COMMUNITY HEALTH FOUNDATION		4343 YAQUI PASS ROAD	BORREGO SPRINGS	CA	08/15/2003	12/12/2008	03/20/2007

DATA EXPORT / EXPORT RESULTS

DETAILS

EXAMPLE

Exporting Results

- To export data for specific Contract Pharmacy records, initiates from conducting a CP Search.

- Enter search criteria and Search Results table displays.
- Click on checkbox(es) for applicable Contract Pharmacy record(s).
- Click the button, and the Contract Pharmacy Data Extract screen displays.

- Select checkbox(es) for headings to be unselected for a particular section, or select specific checkboxes to unselected.
 - Default setting: all checkboxes are blank.
 - Select All – all categories and checkboxes are indicated.
 - Category headings (i.e., Covered Entity Details) indicates all checkboxes for that heading.
 - Individual checkboxes indicates only a checkbox for a particular item listed.
 - Click on checkbox to deselect.

HRSA Office of Pharmacy Affairs You are at Search Contract Pharmacies.

Home Covered Entities Contract Pharmacies Manufacturers Reports

CP Search Criteria

340B ID: Pharmacy Name:

Entity Name: Pharmacy City:

Entity City: Baltimore Pharmacy State: ALL

Entity State: Maryland Pharmacy Zip: 21201

Advanced Search Criteria

Advanced Query Options:

Begin Date: From To

Term Date: From To

Edit Date: From To

Search Clear

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HRSA 340B You are at Search Contract Pharmacies.

Home Covered Entities Contract Pharmacies Manufacturers Reports

The number of rows returned: 3 Rows/Page: 10 Set Show Search Criteria Export Results

Select All	Contract Detail	340B ID	Entity Name	Entity City	St	Pharmacy Name	Address	City	St	Zip	Start Date	Term Date
<input checked="" type="checkbox"/>	Detail	CH031270	FAMILY HEALTH CENTERS OF BALTIMORE, INC.	BALTIMORE	MD	SOUTH BALTIMORE PHARMACY	651 CHERRY HILL ROAD	BALTIMORE	MD	21225	08/31/2008	
<input checked="" type="checkbox"/>	Detail	CH03293A	PEOPLES COMMUNITY HEALTH CENTER	BALTIMORE	MD	MEDMERICA DISCOUNT PHARMACY	5003 RITCHIE HWY	BROOKLYN	MD	21225	07/23/2009	
<input type="checkbox"/>	Detail	DSH210034	HARBOR HOSPITAL CENTER	BALTIMORE	MD	ENSIGN PHARMACIES, INC	3001 SOUTH HANOVER STREET	BALTIMORE	MD	21225	04/01/2004	

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U.S. Department of Health and Human Services (HHS) Health Resources and Services Administration (HRSA) Office of Pharmacy Affairs (OPA) - 340B Program May 25, 2011 2:23 PM ET Questions, Comments, or Suggestions Email Us: ask@hrsa.gov Call Us: 1 - 800 - 628 - 6297

HRSA Office of Pharmacy Affairs You are at Search Contract Pharmacies.

Home Covered Entities Contract Pharmacies Manufacturers Reports

Contract Pharmacy Data Extract

Select All

Covered Entity Details Covered Entity Address Contract CE Contact Information

340B ID Address1 CE Contact Name

Entity Name Address2 CE Contact Title

Entity Sub-Division Name City CE Contact Telephone

Approved State CE Contact Extension

Participating Zip Second Zip

Contract CE Signed By Information Pharmacy Details Pharmacy Address

Signed By Name Pharmacy Name Address1

Signed By Title Pharmacy Comments Address2

Signed By Telephone City

Signed By Extension State

Zip

Second Zip

Contract Pharmacy Contact Information Contract Pharmacy Signed By Information Contract Information

Pharmacy Contact Name Signed By Name Contract Begin Date

Pharmacy Contact Title Signed By Title Contract Term Date

Pharmacy Contact Telephone Signed By Telephone Edit Date

Pharmacy Contact Extension Signed By Extension

Export

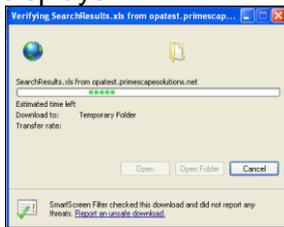
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DATA EXPORT / EXPORT RESULTS

DETAILS

EXAMPLE

- Click the **Export** button and the File Download window displays.
- Select **Open** button to open file, or **Save** button to save file. Verify Search Results window displays.

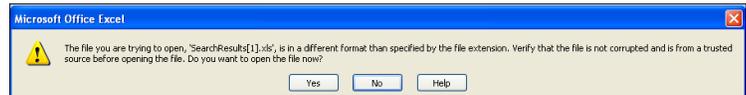
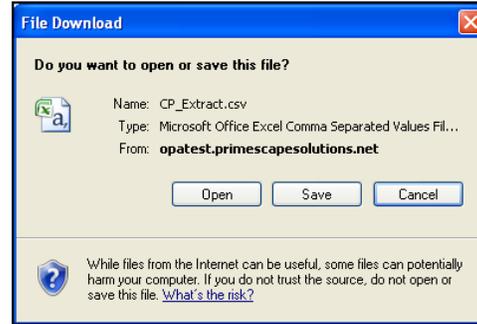


- Click the **Yes** button to and the Excel spreadsheet displays. Or, Click the **No** button to cancel.

- Excel spreadsheet displays. This is a partial view.

Export Displaying Multiple Rows

- Since it is possible for a Covered Entity to have multiple contract pharmacies and multiple shipping addresses, an export will display a **separate row** for each possible combination. For this example, the Covered Entity has 14 contract pharmacies for a total of 14 rows.



	A	B	C	D	E	F	G	H
1	340B ID	Entity Name	Approved	Participating	Entity Address1	Entity City	Entity State	Entity Zip
2	CH03127B	FAMILY HEALTH	TRUE	TRUE	315 N CALVERT STREET	BALTIMORE	MD	21202
3	CH031690	HEALTH CARE F	TRUE	TRUE	421 FALLSWAY	BALTIMORE	MD	21202
4	HV00781	HEALTH EDUCA	TRUE	TRUE	1734 MARYLAND AVENUE	BALTIMORE	MD	21201

	A	B	C	D	E	F	G	H
1	340B ID	Entity Name	Entity Address1	Entity State	Pharmacy Name	Pharmacy Address1	Pharmacy City	Pharmacy State
2	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Wal-Mart Pharmacy # 1218	1741 East Florence Blvd.	Casa Grande	AZ
3	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Wal-Mart Pharmacy # 2778	1695 North Arizona Blvd.	Coolidge	AZ
4	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Wal-Mart Pharmacy # 4430	41650 West Maricopa Casa Grande	Maricopa	AZ
5	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Safeway Pharmacy #1706	1637 North Trekeil Rd	Casa Grande	AZ
6	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Fry's Food and Drug #660-048	1385 EAST FLORENCE BLVD.	CASA GRANDE	AZ
7	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 10505	2785 N. PINAL AVE	CASA GRANDE	AZ
8	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 1076	333 HUNT HIGHWAY	QUEEN CREEK	AZ
9	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 10998	2483 E FLORENCE BLVD	CASA GRANDE	AZ
10	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 3447	12965 N ORACLE RD	ORO VALLEY	AZ
11	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 4344	1514 E. FLORENCE BLVD	CASA GRANDE	AZ
12	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 6129	2021 N. PINAL AVE.	CASA GRANDE	AZ
13	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 9264	21274 N JOHN WAYNE PKWY	MARICOPA	AZ
14	CH090030	SUN LIFE FAMILY HEALTH CENTER, INC.	865 NORTH ARIZOLA ROAD	AZ	Walgreens # 9652	1575 N ARIZONA BLVD	COOLIDGE	AZ