

## **Nebraska Medicaid DUR Board Policy Statements (Reviewed January 2018)**

The purpose of the Drug Utilization Review (DUR) Board is to improve the quality of pharmaceutical care by ensuring that prescribed medications are appropriate, medically necessary and that they are not likely to result in adverse medical results.

1. All pharmacist and physician members of the Nebraska DUR Board with voting privileges are licensed in the State of Nebraska and are actively practicing their profession as defined by the DUR Contract. Pharmacy students and medical students serving on the DUR Board do not have voting privileges.
2. The Board may serve as a teaching body welcoming pharmacy students and medical students to participate in all Board functions except voting when such students are willing to donate their time.
3. All voting members of the Nebraska DUR Board shall be paid an honorarium for attendance at meetings, the time necessary for travel and meeting preparation. Such honorarium shall be determined by the DUR Director and the Executive Vice President of the Nebraska Pharmacists Association.
4. All voting members of the Nebraska DUR Board attending meetings shall be reimbursed for the actual mileage driven to attend the meeting.
5. The voting members of the Nebraska DUR Board shall include at least one-third (1/3) but no more than fifty-one percent (51%) physicians and at least one-third (1/3) pharmacists, not exceeding a total of thirteen (13) people.
6. Board membership vacancies shall be filled, and board reappointments shall be made by the DUR Director upon the recommendation of the appropriate state professional association (Nebraska Medical Association or Nebraska Pharmacists Association) with the final approval by the Nebraska Department of Health & Human Services, Division of Medicaid & Long-Term Care. Board members shall serve one (1) term of five (5) consecutive years with the privilege of being reappointed for one (1) additional five-year term. A quorum shall consist of 7 voting members. Conflicts on the Board will be resolved by majority vote of the voting members present. In the event of a tie vote, the DUR Director shall cast the tie-breaking vote. Pursuant to contract with the State of Nebraska, DUR Board members may be removed from the Board for failure to attend meetings.
7. The Nebraska DUR Program shall, when appropriate, refer specific cases or providers to the Nebraska Department of Health & Human Services, Division of Medicaid & Long-Term Care or the Nebraska Department of Health & Human Services, Licensing and Regulatory Affairs division for action.

8. Public comment at DUR Board meetings will follow these guidelines: Unsolicited presentations are limited to 5 minutes per drug or topic, regardless of the number of presenters and time will be evenly divided among presenters. Public comment must be presented in person at the meeting.
9. All meetings of the Nebraska DUR Board or any subcommittee of the Board shall be open meetings, unless a specific beneficiary or provider or proprietary information is being discussed. Should specific persons be under discussion or proprietary information be discussed, the DUR Board shall enter closed session.
10. The Nebraska Medicaid DUR Board shall conduct meetings in the following order, unless special circumstances dictate a different order:
  1. Opening and Introductions
  2. Declaration of any Conflict of Interest or changes
  3. Approval of Agenda
  4. Approval of Minutes of Previous Meeting
  5. Update on Recommendations from Previous Meeting
  6. Retrospective DUR
    - Old Business
    - Current Profile Review
    - New Business
    - Recommendations for Future Profile Review
  7. Prospective DUR
    - Old Business
    - New Business
  8. Special Requests from the Department
  9. Future Meeting Dates
  10. Concerns & Comments from the Board
  11. Concerns & Comments from the Director
  12. Concerns & Comments from State Representatives
  13. Concerns & Comments from MCO Representatives
  14. Concerns & Comments from Public Attendees
  15. Adjournment
11. It shall be the general policy of the Nebraska DUR Board that 6 meetings will be held annually.
12. DUR Board members shall be involved in the education program by providing content and review for quarterly newsletters. At least one physician board member shall assist the DUR Director in the preparation of intervention letters. All DUR intervention letters shall be signed by one board physician and the DUR director, when it is possible to do so. The DUR Board shall not intervene directly with patients. Providers may be notified by letter of patients' drug use. Inquiries from patients shall be referred to the Nebraska Department of Health & Human Services, Division of Medicaid & Long-Term Care.

13. The DUR Board shall conduct a minimum of two Retrospective DUR projects annually that address the most clinically relevant Prospective DUR messaging, as identified in the CMS Annual Report. When necessary, the DUR Board may review profiles generated and shall select those profiles requiring intervention. When the results of each Retrospective DUR project are reviewed by the DUR Board, the DUR Board may decide to recommend changes for Prospective DUR screens.
14. The DUR Board may research and develop drug use criteria for recommendation to the Medicaid department after approval by the DUR Board. The DUR Board shall annually review all existing criteria.
15. All intervention letters from the Nebraska DUR Project will be informative in nature.
16. All communication sent to the Nebraska DUR Program for distribution to the Nebraska DUR Board must be accompanied by twenty (20) copies. Any communication not meeting these requirements will be sent at the discretion of the DUR office staff. No communication is to be sent directly to any member of the DUR Board from any interested party without first being sent to the DUR Program office. Communication intended to be provided to subcommittees of the Board will require additional copies. Contact [dur@npharm.org](mailto:dur@npharm.org) for additional information.
17. The DUR program may charge a reasonable fee for copying and mailing of information to the Board members.
18. Meeting agendas will be posted to the website 30 days prior to the scheduled meeting. From the date that the agenda is posted until after the DUR Board meeting is held, it is inappropriate for anyone receiving compensation from a pharmaceutical manufacturer, to contact a board member regarding DUR Board agenda items. If a Board Member is contacted by anyone receiving compensation from a pharmaceutical manufacturer, no public comment will be allowed on that manufacturer's agenda item during that DUR Board meeting. If a DUR Board Member is contacted about an agenda item, it shall be reported to the director.
19. New drug products will require prior authorization by Nebraska Medicaid for a minimum of 6 months. The 6-month prior authorization period will begin on the date on which a valid claim for a bona fide prescription could be paid for by Medicaid through the NE-POP system. The manufacturer may request a review of the new drug after the 6-month period. A representative of the manufacturer shall provide prescribing information to the DUR Director and Nebraska Medicaid Pharmacy Consultants. If any additional drug information is required, it will be requested.
20. The managed care organizations shall nominate a non-voting staff member to attend the Nebraska Drug Utilization Review Board meetings,
21. These policies and meeting schedules and agendas shall be posted at the Nebraska Medicaid DUR site included on the Nebraska Pharmacists Association's website at [www.npharm.org](http://www.npharm.org)

and the direct link [www.durnebraska.org](http://www.durnebraska.org).