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Thomas O. Forslund
Director

Matthew H. Mead
Governor

MEMORANDUM

Date: Monday, October 30, 2017
To: Wyoming Public Health Nursing Offices
From: Samantha Birch and Brittany Wardle
WDH Communicable Disease Prevention Program
Subject: 340B Discounts for Contraceptives

In May of 2017, we received confirmation that contraceptives could be ordered at 340B prices with the STD certification we established for each PHN office last year. There have been a number of recent questions raised around the subject; answers below.

1. The Communicable Disease Program has no funding to purchase contraceptives, funding must come from your own coffers. We also cannot order those contraceptives for you.
2. Each PHN office will have to start their own 340B account with a pharmaceutical company (i.e. McKesson, Cardinal, Amerisource Bergen). It must be a separate account from any you may already have established. We can provide you with your office's 340B identification number or you can find it here (<https://340bopais.hrsa.gov/>).
3. Authorizing officials for 340B accounts have to keep detailed records of medications ordered, prices paid, and medications distributed. CDU is the authorizing official for all of the PHN 340B certifications, therefore all of that information has to be reported to us—including distribution logs and all invoices for anything ordered through a 340B account.
4. We are requiring PHN offices to have undergone a 340B audit before they begin ordering contraceptives. Part of this audit will include confirming that all 340B and EPT reporting is up-to-date.
5. The same 3040B requirements exist for distribution to patients—individuals must be an established patient of your office and cannot be enrolled in Medicaid.
6. Medications ordered through the 340B program must be distributed at the clinic for which they were ordered. These means that if your county has two offices and you plan to provide contraceptives at both offices, you will have to establish two 340B accounts and order medications for those two offices separately. If your county has multiple offices, we have already certified all those offices with the 340B program.

7. The same conditions apply to ordering and dispensing contraceptives as all other 340B medications. Please see the 340B guidance here (<https://health.wyo.gov/wp-content/uploads/2016/12/340B-External-Guidance.pdf>) for further information.

If your office is interested in ordering contraceptives through the 340B program, please go to the 340B page on the state website (<https://health.wyo.gov/publichealth/communicable-disease-unit/hiv-prevention-program/340b-expedited-partner-therapy/>) and print the *Checklist for 340B Contraceptives Purchasing* worksheet. Once all items are completed on that worksheet and the county nurse manager signs the form, you can begin ordering contraceptives at 340B prices.

If you have further questions, contact any of the people below.

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