

NCPDP Ballot Process and Timeline General Overview

NCPDP ballots are generated when the membership via a consensus driven process approves Data Element Request Forms (DERF) submitted by the industry for the creation of new NCPDP Standards or the modification of existing NCPDP Standards. ECL DERFs are NOT balloted. See <http://ncpdp.org/Standards-Development/Development-Process> for more information

New Ballots or Recirculation of Ballots may occur after each NCPDP Joint Technical Work Group Meetings normally held in February, May, August and November of each year. Ballot dates are determined based on the actual Joint Technical Work Group Meetings and are open for 45 days.

1. New Ballots are prepared after the February and August Joint Technical Work Group Meetings. Ballot results are shared and comments (if received) are adjudicated at the May and November Joint Technical Work Group Meetings respectively.
 - a. February Ballots contain DERFs approved at the prior November Joint Technical Work Group Meetings and the February Joint Technical Work Group Meetings
 - b. August Ballots contain DERFs approved at the prior May Joint Technical Work Group Meetings and the August Joint Technical Work Group Meetings
2. Recirculation Ballots occur based on outcomes of the adjudicated comments received on the New Ballots. Recirculation Ballots, if necessary, are prepared after the May and November Joint Technical Work Group meetings. New comments received on Recirculation Ballots are discussed (not adjudicated) at the following August and February, respectively, Joint Technical Work Group meetings

Valid and Approved Ballots are those having received votes from 60% of the NCPDP Consensus Group, a 90% approval rating, no appeals for process and approval by the NCPDP Board of Trustees. After NCPDP Board of Trustees approval is received, the NCPDP Standards/Implementation Guides contained in these ballots are published with any associated documents and posted to the NCPDP website.

NCPDP Standards publication dates are associated to the NCPDP Joint Technical Work Group Meetings in which they were determined Valid and Approved. The general Publication timeline is:

- Ballots approved in February are published in April of same year
- Recirculation Ballots approved in May are published in July of same year
- Ballots approved in August are published in October of same year
- Recirculation Ballots approved in November are published in January of the next year

EXAMPLE:

| DERF Deadline | WG Approval | Ballot Period* | Adjudication | Recirculation Required | Recirculation Ballot Period | Recirculation Adjudication | Version Publication Date |
|------------------|---------------|-------------------------|---------------------|------------------------|-----------------------------|----------------------------|--------------------------|
| January 11, 2019 | February 2019 | March 2019 - April 2019 | May 2019 WG Meeting | No | | | July 2019 |
| January 11, 2019 | February 2019 | March 2019 - April 2019 | May 2019 WG Meeting | Yes | June 2019 - July 2019 | August 2019 WG Meeting | October 2019 |