



**Explanation on Usage of the
Universal Claim Form For
Compounds
Updated March 2017**

Universal Claim Form (UCF) or Workers' Compensation/Property & Casualty Universal Claim Form (WC/PC UCF) for NCPDP Telecommunication Standard Version D.0

When the Universal Claim Form (UCF) was revised to parallel the NCPDP Telecommunication Standard Version D.0 billing transaction, NCPDP's Work Groups reviewed the use of the form, and the common functions of pharmacy claims billing as part of the analysis. Two forms were created for the submission of standard prescription information – the "D.0 UCF" and the "Workers' Compensation/Property & Casualty (WC/PC) UCF".

With the implementation of Telecommunication Standard Version D.0, billing of the individual ingredients is the only method supported for compounds. Therefore, providers must report individually the ingredients in a compound. The "Version D.0 UCF" and the "WC/PC UCF" support multiple lines for reporting individual compound ingredients.

If the compound has more than seven (7) ingredients, an additional form(s) must be used. When submitting multiple forms, at a minimum provide the following information on each additional form:

- The Pharmacy Section
- Date of Service
- Prescription Number

Trading Partner agreements may require other information to be included on the additional pages.

It is also recommended that the pages be identified e.g., 1 of 2, 2 of 2. This information should be placed in the box on the upper right hand side of the form just to the left of the NCPDP logo.

INSURANCE	1-ID: _____ 2-Group ID: _____	1 of 2  NCPDP UNIVERSAL CLAIM FORM (UCF) Version 1.2 – 02/2013 <small>© 2013. All rights reserved.</small> CONTACT INSURANCE COMPANY AT LEFT FOR QUESTIONS REGARDING THIS CLAIM.
	3-Last _____ 4-First _____	
	5-Plan Name: _____	
	6-BIN #: _____ 7-Processor Control #: _____ 8-CMS Part D Defined Qualified Facility: _____	FOR OFFICE USE ONLY 16 (Document Control Number)
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INSURANCE	1-ID: _____ 2-Group ID: _____	1 of 2  NCPDP UNIVERSAL CLAIM FORM (UCF) Version 1.2 – 02/2013 <small>© 2013. All rights reserved.</small> CONTACT INSURANCE COMPANY AT LEFT FOR QUESTIONS REGARDING THIS CLAIM.
	3-Last _____ 4-First _____	
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When using multiple forms, all Pricing Segment fields apply to the total bill. There are two acceptable options for entering the pricing information including Gross Amount Due Submitted (430-DU) (Field 87 on the UCF and Field 106 on the WC-PC UCF):

1. Print the pricing information only on page 1 of the compound bill
2. Print the pricing information on all pages of the bill.

The choice of option is subject to jurisdictional requirements or trading partner agreement. Drug Ingredient Cost appears on the line with the individual ingredient.

Universal Claim Form (UCF) for NCPDP Telecommunication Standard Version 5.1

When the Universal Claim Form (UCF) was revised to parallel the NCPDP Telecommunication Standard Version 5.1 Billing transaction, NCPDP's Work Group 6 Universal Claim Form reviewed the use of the form, and the common functions of pharmacy claims billing as part of the analysis. The form was created for the submission of standard prescription information.

Since many health plans/processors would be supporting the billing of multi-ingredient compound claims using the Telecommunication Standard Version 5.1 or the Batch Standard Version 1.1, the UCF was not intended to fulfill the multi-ingredient usage as a common feature. The UCF would need to be two-part, but to support multi-ingredient compounds for common usage, the form would also have to be two-pages. It was determined that it was cost prohibitive and difficult to support a form that was two-part, two-page and continuous, when most of the claims submitted using the form would not need the second page of compound information.

If a health plan/processor processes compounds on paper the alternate methods of reporting the most expensive legend or using the billing codes could be accomplished by using the prescription information on the front side of the form.

The individual ingredients of a compound are reported on the back of the UCF. Printing on the back of the UCF (the "compound" area) will cause the reverse impact of the compound information to show on the front side of part two of the form. If patient or prescription information is printed on the front sides of the two-part form, this reverse image will overwrite or blur the prescription information on the front side of part two. Due to the nature of the two-part form, this is unavoidable.

Please note: the multi-ingredient compound information on the back of the form does not interfere with Prescription 1 information on the front of the form. The pertinent information can be placed in the Prescription 1 section, and the multi-ingredient compound information can be placed on the back. Since there is no Prescription 2 information, any overwriting or blurring from the multi-ingredient compound information on the back will not interfere. Since a multi-ingredient compound claim has a limit of one prescription per claim form, Prescription 2 information would not exist.

It was therefore recommended that if the UCF was to be used for multi-ingredient compounds, the following options were available:

- 1 If the software system chooses to electronically print the UCF for multi-ingredient compounds, even though the two-part form will cause the reverse image to show on the front of part two, it will not overwrite any information on this area of the form.
- 2 The UCF is used for standard prescription billing information. The multi-ingredient claim information can be handwritten on a second form. A discussion item in the WG Meetings was that if the pharmacy's computer system could print all the ingredients and quantities and associated prices on a form, the system could also be geared to submit the multi-ingredient items using the Telecommunication or Batch Standards.
- 3 The UCF could be printed twice, with the first form handling the standard prescription information; with another printer printing the forms reversed and printing the multi-ingredient compound information on the back. The two pages would then be submitted together.