STATE OF MISSISSIPPI
PRESCRIPTION MONITORING PROGRAM

PMP Compliance – Error Correction Requirements and Information

Mississippi Board of Pharmacy regulations require errors be corrected within **7 (seven) days of notification of the error**.

TITLE 30: PROFESSIONS AND OCCUPATIONS
PART 3001: MISSISSIPPI PHARMACY PRACTICE REGULATIONS

ARTICLE XLIII PRESCRIPTION MONITORING PROGRAM
The Mississippi Board of Pharmacy shall operate a Prescription Monitoring Program (PMP) as provided for in Mississippi Code Annotated Section 73-21-127.

1. In addition to the provisions of Mississippi Code Annotated Section 73-21-127, the following reporting provisions shall apply:
    a. Direct administration of a controlled substance to the body of an ultimate user (such as in an inpatient setting) is exempt from reporting.
    b. Any quantity of drug dispensed that is limited to an amount adequate to treat the ultimate user for 48 hours or less is exempt from reporting.
    c. Dispensing by a veterinarian is exempt, however prescriptions written by a veterinarian and filled by a pharmacy are required to be reported by the pharmacy.
    d. Controlled substance prescriptions dispensed for patients in nursing homes, ICFMRs, and Assisted Living facilities ARE required to be reported.
    e. Mail Order pharmacies (in Mississippi, or shipping into Mississippi) shall report to the Mississippi Prescription Monitoring Program.
2. The Board may specify a uniform electronic format for the mandatory reporting, sharing, and disclosure of PMP information. Dispensers will submit information as required by the Prescription Monitoring Program. Any reporting errors shall be corrected by the dispensers within seven (7) working days of being notified of the error. The Board may develop guidelines for the registration and use of the Prescription Monitoring Program. Failure to follow the Board approved guidelines may result in disciplinary action.
3. It is the intent of the Board that pharmacists utilize the PMP on a regular basis based on their professional judgment.
4. Prior to dispensing a prescription for a Schedule II opiate, a pharmacist **shall** review the prescription monitoring program based on any of the following circumstances:
    a. The patient is a new customer to that pharmacy; or
    b. The patient has not had an opioid prescription filled at that pharmacy within six (6) months;
5. The prescription monitoring program shall be reviewed at least once every six (6) months for any patient receiving controlled substances.

Errors can be corrected via the Clearinghouse OR RxManagement in AWARxE except: **errors made that would not kick back as a technical error (example - incorrect prescriber DEA) cannot be corrected via RxMANAGEMENT and must be corrected using the Clearinghouse error correction process.**

<mark>*ERROR CORRECTION via the PMP CLEARINGHOUSE*</mark>

Below are excerpts from the MSPMP DATA SUBMISSION DISPENSER GUIDE which can be found in its entirety under the *Resources* tab in the PMP section of the BOP website.

5. Data Compliance

Data Compliance allows users of the PMP Clearinghouse the view the status of data files they have submitted.

5.1 File Listing

The File Status screen displays information extracted from the data files submitted to PMP Clearinghouse. The screen displays the file name, the number of records identified within the data file, the number of records that contain warnings, the number of records that contain errors, and the date and time of submission. A status column is located at the end of each row displaying the status of the file. If there are errors the status column will state "Pending Dispensation Error" and the text will be a hyperlink to the view records screen.

If a file is unable to be parsed into the Clearinghouse application, the appropriate message will display. A new file must be submitted to PMP Clearinghouse. It is not necessary to void a file that failed parsing since it was not successfully submitted to Clearinghouse.

If a file has been submitted by sFTP without using a state specific sub-folder, the file will be displayed and the user will be prompted to select a destination PMP for the data file to be transferred to.

5.2 Claim Forms Listing

The Claim Forms Listing displays the UCF forms submitted to the PMP Clearinghouse. The screen displays number of warning and the number errors. A status column is located at the end of each row displaying the status of the file. If there are errors then the status column will state "Pending Dispensation Error" and the text will be a hyperlink to the view records screen.

5.3 View Records

The view records screen provides a deeper view of the records within a selected data file that need correcting. The screen displays Record ID (AWAR$_x$E identifier), Segment Type, Warning Count, and Error Count. A "Correct" button is displayed at the end of each row that will allow the user to make corrections to the record.

To view the records that need correcting:

1. Click on the "Pending Dispensation Error" hyperlink in the status column.
2. The View Records screen is displayed.
3. Click on the correct button at the end of the row for the record you want to correct.

5.4 Error Correction

The Error Correction screen allows a user to make corrections to data submitted that did not pass the validation rules. The screen displays all the fields contained within the record and the originally submitted value. A "Corrected Value" column displays the values the user enters to correct the error. The Message column displays the relevant error message for the field explaining why it did not pass the validation rules.

For files that failed to parse, the error identified is "best effort" and any information we could not parse is listed as "unparseable" in the file. A corrected file should be submitted.

To correct records:

1. Identify the fields displayed that require corrections.
2. Enter the new corrected value into the corrected value column.
3. Click Submit.
4. The error will be processed through the validation rules.
   a. If the changes pass the validation rules, the record will be identified as valid and the File Status and View Records screen will be updated.
   b. If the changes fail the validation rules, the record will continue to be identified as needing corrections. The error message will be updated to identify any new error message.

6 Email Reports

Email status reports will be automatically sent to the users associated with a data submitter account. The emailed reports are used to both identify errors in files that have been submitted and confirmation of a zero-report submission.

6.1 File Failed Report

The File Failed report identifies if the submitted file was not able to be parsed and was not processed into PMP Clearinghouse. The file contains a description of the error encountered within the file. In the event of a failed file, a new file should be submitted with the necessary corrections. Failed files are not parsed into Clearinghouse and do not require a Void ASAP file to remove it from the system. An example of a File Fail report is:

```
SUBJ: Mississippi ASAP file: fake-test3.txt - Parse Failure

BODY:
Error Message
------------------------------------------------------------------------
```

```
Failed to decode the value '04' for the bean id 'transactionControlType'.


Summary:
* File Name: fake-test3.txt
* ASAP Version: 4.2
* Transaction Control Number: unparseable
* Transaction Control Type: unnparseable
* Date of Submission: April 30, 2015


NOTE: This file could not be received into the system because the system
could not recognize its content as a valid ASAP format.  Action is required
to resolve the issues and a subsequent file should be submitted.  As such
the information provided in this report is "best effort" and any information
we could not parse is listed as "unparseable" in the fields above.
```

6.2 File Status Report

The File Status report is a report sent to notify the data submitter that a data file is currently being parsed by the state PMP system. The report notifies users of the following scenarios:

- Total Records: The total number of records contained in the submitted data file.
- Duplicate Records: The number of records that were identified as already existing within the PMP system. Duplicate records are not imported to prevent improper patient information.
- Records in Process: The number of records remaining to be processed into the system (usually only displays a number if the file has not finished loading at the time the report is sent out). **Records remaining to be processed will continue to be processed even after the status report is sent.**
- Records with Errors: Shows how many records that contain errors. These errors will need to be corrected for the record to be imported into the system. If a zero (0) is displayed, there are no errors in the data.
- Records with Warnings: Shows how many records that contain warnings. These warnings do not need to be corrected for the record to be imported into the system. If a zero (0) is displayed, there are no warnings in the data.
- Records imported with warnings: Shows the number of records that were imported if they had warnings. Records with warning and errors must have the errors corrected to be submitted into the system.
- Records imported without warnings: Shows the number of records that were imported that had no warnings.

The initial report is sent out 2 hours after the file has been submitted to the system. Status reports will be received every 24 hours following, if errors are continued to be identified within a submitted data file.

The report identifies specific records in the submitted data file and returns identifying information about the record and the specific error identified during the validation process. The report uses fixed width columns and contains a summary section after the error listings. Each column contains a blank 2 digit pad at the end of the data. The columns are set to the following lengths:

Column	Length
DEA	11 (9+pad)
NCPDP	9 (7+pad)

NPI	12 (10+pad)
Prescription	27 (25+pad)
Filled	10 (8+pad)
Segment	18 (16+pad)
Field	18 (16+pad)
Type	9 (7+pad)
Message	Arbitrary

An example of the report is:

```
SUBJ: Mississippi ASAP file: fake-test3.txt - Status Report

BODY:
DEA       NCPDP   NPI         Prescription         Filled    Segment        Field          Type     Message
---------------------------------------------------------------------------------------------------------------------
BE1234567 1347347 9034618394  123486379596-0       20130808  Dispensation   refill_number  WARNING message example
DE9841394 3491849 4851947597  357199504833-345     20130808  Dispensation   days_supply    ERROR    message example


Summary:
* File Name: fake-test3.txt
* ASAP Version: 4.2
* Transaction Control Number: 23489504823
* Transaction Control Type: send
* Date of Submission: April 30, 2015
* Total Record Count: ###
* Duplicate Records: ###
* Records in Process: ###
* Records with Errors: ###
* Records Imported with Warning(s): ###
* Records Imported without Warning(s): ###
```

6.3 Zero Report Confirmation

A Zero Report confirmation email is sent to a data submitter who successfully submits a zero report into PMP Clearinghouse. The report displays the PMP state the zero report was submitted to, the date range to be used in the zero report, the date the zero report was submitted to Clearinghouse, and the date the report was originally created by the data submitter. An example of the report is:

```
SUBJ: ASAP Zero Report: zero_reports_20130301KSMCPS.DAT

BODY:
Summary:
* File Name: zero_reports_20130301KSMCPS.DAT
* PMP Name: Mississippi
* Date Range: 2013-03-06 - 2013-03-06
* Submission Date: 2013-08-23
* Asap Creation Date: 2013-03-06
```

Rx Management is a valuable, easy to use tool for error correction and can be found in MSPMP AWARxE under:

Menu/Data/RxManagement   **IMPORTANT - This feature is only available to a pharmacist. A pharmacist delegate does not have this ability**

The Rx Management tool in AWARxE can be utilized to both see and correct the errors generated via email after a report has been submitted. In order to utilize the Rx Management tool for error correction, a pharmacist must have their facility's DEA number listed under their employer information. The pharmacist must also have the DEA number selected to make corrections in their user account. This must be done during the initial USER account set up. If a pharmacist already has a user account, please contact the MS PMP staff at pmpcompliance@mpb.ms.gov from that user's email address and we will check the appropriate box. That pharmacist will then be able to select the appropriate DEA number in the Pharmacy Identifier section, should there be more than one, and make corrections.

Below are excerpts from the PMP AWARE USER SUPPORT MANUAL which can be found in its entirety under the *Resources* tab in the PMP section of the BOP website.

6   Data and Rx Management
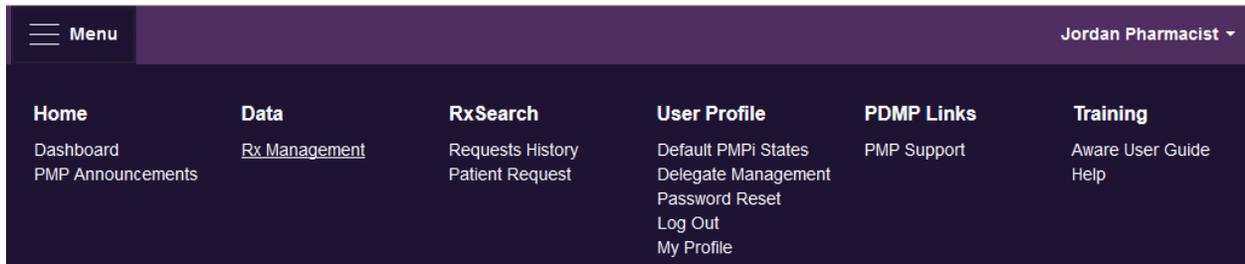
The Rx Management section, located under the Data section, allows for management of prescriptions within PMP AWAR_xE. In this section, dispenser users can correct dispensation errors, modify inaccuracies on existing prescriptions (ex. incorrect prescriber information), add new prescriptions, and review prescription history for the pharmacy.

Depending on the settings the State Administrator has enabled for the portal in general and the specific roles types, there may be different options available. The screenshots below and the descriptions that follow in this section are all inclusive. If an option is not available, then it has not been enabled by the State Administrator.

In order to utilize this feature, users must have an Employer Identifier on their account, and must agree that they are responsible for correcting/maintaining prescription information of the employer Identifier for submission to PMP AWAR_xE. This must be done during registration. If the user has already registered and does not have any Pharmacy Identifiers available for selection in the below sections, the user must contact the State Administrator to have the Identifiers added and to agree to the terms of use.

6.1   Error Correction

Error correction allows for correction of errors for any prescriptions submitted to PMP AWAR_xE that did not pass validation. This is only applicable to prescriptions submitted via sFTP, file upload, or Realtime submission to PMP Clearinghouse. Any prescriptions submitted via Universal Claim Form cannot be submitted to the PMP AWAR_xE if a validation error is encountered, as the error must be cleared prior to submission.

To begin correcting errors:

1. Navigate to **Menu > Rx Management** and click the **Error Correction** tab
2. Click "Advanced options" and select a Pharmacy Identifier from the list
   i) If there are no identifiers in the list, please contact the State Administrator
3. Enter a prescription number and/or date range if necessary
4. Click "Search"

The user will either be presented with a message "No errors found for your selected employer identifiers," which means there are no prescriptions needing to be corrected, or the user will be presented with a list of prescriptions with errors needing correction.

If configured by the administrator, the user will be able to export this list into a .pdf or .csv file by clicking either of the icons next to the "Search" button.

Rx Error List

Advanced Options ▾ | Search using Advanced Options | Search

Displaying 4 of 4

Rx Number	Date Filled	Pharmacy Name	Pharmacy DEA	Pharmacy NCPDP	Errors
78541	10/12/2017	APPRISS PHARMACY	PH1111119		1
78625	10/13/2017	APPRISS PHARMACY	PH1111119		2
98623	10/13/2017	APPRISS PHARMACY	PH1111119		1
98563		APPRISS PHARMACY	PH1111119		1

5. To correct the error, click on the prescription number.
6. The user will be presented with the error correction screen, which will display all fields of the prescription. However, the user may only edit fields containing errors.
    i) Individual sections (Patient, Pharmacy, Prescriber, Prescription, Drug, Pharmacist, etc.) can be hidden or expanded by clicking the "+" icon to the left of the section name.
    ii) A count of errors will be listed at the top of the screen, and the error itself will be indicated in red with an error message on the form.

Rx #78541

Patient

First Name*
TEST

Middle Name

Last Name*
PATIENT

DOB*
01/01/1945

Gender*
Male

Address*
506 W WASHINGTON ST

Address Line 2

City*
LOUISVILLE

State*
Kentucky

Postal Code*
40202

ID Type
Driver's License ID

ID Number
1234567

Phone Number
5026084567

Pharmacy

Pharmacy Name*
APPRISS PHARMACY

Address*
123 MAIN ST

Address Line 2

City*
LYNDON

State*
Kentucky

Postal Code*
40242

Pharmacy DEA #*
PH1111119

Pharmacy NPI #

Pharmacy NCPDP #

Pharmacy Chain Site ID

Permit Number

Contact Name

Contact Phone
5024444444

Prescriber

First Name*
ANOTHER

Middle Name

Last Name*
DOCTOR

Phone Number
5024554555

Address One

Address Two

City

State
Select State

Postal Code

Prescriber DEA #*
AM1111119

Prescriber XDEA #

DEA Suffix

Prescriber NPI #

State License #

Prescription

Prescription Number*
78541

Fill Date*
10/12/2017

Written Date*
10/12/2017

Refills*
0

Authorized Refills*

❌ Authorized refill count value must be present.

Days Supply*
10

Partial Fill
No

Electronic Rx Order #

Electronic Rx Reference #

RxNorm Code Type

RxNorm Code

Rx Serial #

Rx Serial # Issuer

Quantity Prescribed

Payment Type*
Private Pay

Date Sold
mm/dd/yyyy

Rx Transmission Form
Unknown

Directions

Treatment Type

Diagnosis Code (ICD-10)

Drug

NDC Number*   ☐ Compound
00406012301

Quantity*
10.0

Units*
Each

Pharmacist

Submit | Cancel

7. Type in the correct value for the field(s) in error. Once the field(s) are complete, the error(s) will clear.
8. Scroll down to the bottom of the form and click "Submit."
9. You will receive a successful notification and be returned to the error correction list, with prescription cleared from the list.

6.2   Rx Maintenance

Rx Maintenance allows the user to correct inaccurate information on a prescription, for example, incorrect patient or prescriber information. It also allows users to void a prescription if necessary.

6.2.1   Correcting Prescriptions

To correct inaccurate information on a prescription:

1. Navigate to **Menu > Rx Management >** and click the **Rx Maintenance** tab
2. Enter the search criteria and click search.
   i)   Select the appropriate Pharmacy Identifier
   ii)   Ensure the fill date range is correct. The default is a month prior to the current date.
   iii)   The user can enter only fill dates and select the Pharmacy Identifier
   iv)   The user can also enter a prescription number or prescriber last name to narrow their search

| Error Correction | **Rx Maintenance** | New Rx | PharmacyRx |

Rx Search

*Requires at least one Pharmacy Identifier and Rx Fill Dates

Prescriptions Number

Rx Number

```
78541
```

Prescriptions Fill Dates

From *

```
09/16/2017
```

To *

```
10/16/2017
```

Prescriber

Last Name

```

```

Pharmacy Identifiers

☑ PH1111119

[🔍 Search] [Clear]

3. The user will then be presented with the results of their search, which will display the prescription number as well as filled and written dates, the patient's name, and prescriber and pharmacy information. Click the prescription number to proceed.

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| Error Correction | **Rx Maintenance** | New Rx | PharmacyRx |

Rx Search Results

Presciption Number: 78541
Identifier(s): PH1111119
Rx Fill Dates: 09/16/2017-10/16/2017

Displaying **1** entry

Rx Number ⇕	Date Filled ⇕	Written At ⇕	Patient Name ⇕	Prescriber ⇕	Pharmacy Name ⇕	Pharmacy Identifier ⇕
78541	2017-10-12	2017-10-12	TEST PATIENT	ANOTHER DOCTOR	APPRISS PHARMACY	PH1111119

4. Navigate to the appropriate section of the form to make the correction. For this example we will be navigating to the Prescriber section to correct the prescriber information.

Prescriber

First Name*	Address One	Prescriber DEA #*
ANOTHER		AM1111119
Middle Name	Address Two	Prescriber XDEA #
Last Name*	City	DEA Suffix
DOCTOR		
Phone Number	State	Prescriber NPI #
	Select State	
	Postal Code	State License #

5. Make the correction, then scroll down to the bottom of the form and click "Submit"

Prescriber

First Name*	Address One	Prescriber DEA #*
DIFFERENT		BC1111119
Middle Name	Address Two	Prescriber XDEA #
Last Name*	City	DEA Suffix
DOCTOR		
Phone Number	State	Prescriber NPI #
	Select State	
	Postal Code	State License #

6. The user will receive a successful message indicating the Rx was submitted for processing.

| ≡ Menu | Jordan Pharmacist ▾ |

Data > Rx Management > Error Correction

STATE
DEPARTMENT OF HEALTH

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| Error Correction | Rx Maintenance | New Rx | PharmacyRx |

✓ **Success**
Success! Rx was successfully submitted for processing. It may take a few minutes for the record to appear in a patient search.

DISMISS

6.2.2   Voiding Prescriptions

To void a prescription:

1. Follow the above steps in section 6.2.1, [Correcting Prescriptions](), to locate the prescription.
2. Scroll down to the bottom of the form and click "Void"
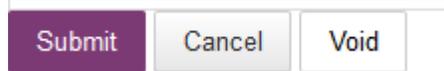
3. The user will need to confirm they wish to void the dispensation, select a void reason, and click submit.
   i) Voids cannot be undone, in the event the prescription should not have been voided, it will need to be resubmitted.
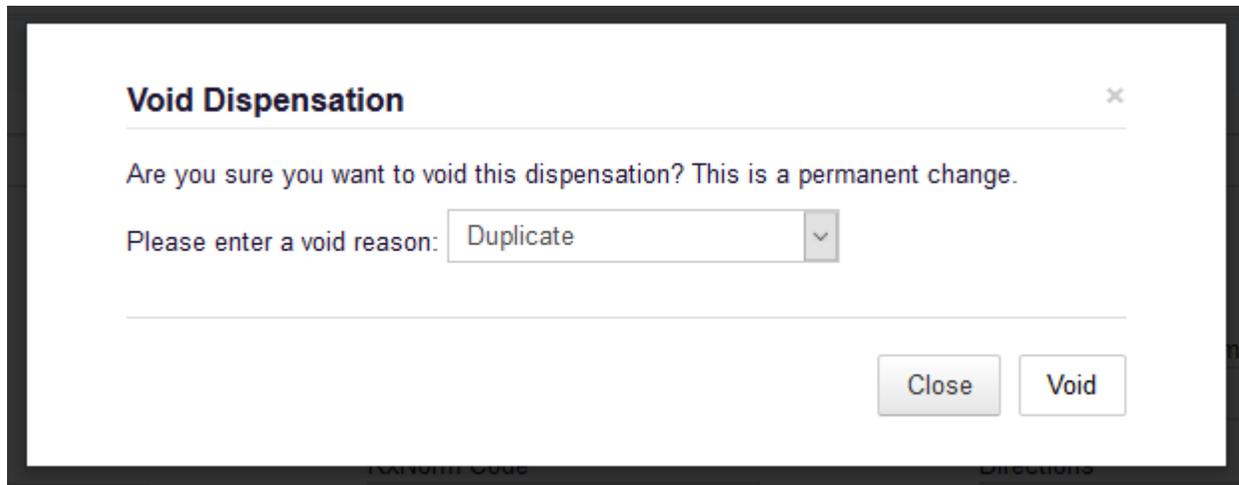
6.3   New Rx

New Rx is a manual submission form to submit a new prescription. Required fields are indicated in bold and with a red asterisk to their right.

The form cannot be saved and must be completed near the time of creation to avoid loss of information. Dispensations cannot be submitted with errors, any errors or missing values will need to be corrected before the dispensation can be submitted.

If a required value or required values are left blank and the user attempts to submit the form, the form will indicate the errors in red and provide an error message. All required values must be entered and valid in order to submit the form.

The form will not retain previously submitted values, such as pharmacy name, pharmacy address, or pharmacy identifier, however depending on your browser you may be able to retain this information for future use.

Manual Submission Form

● Patient

Patient Type:	**Animal Name***	
○ Human ○ Animal		
First Name*	**Address***	ID Type
Middle Name	Address Line 2	ID Number
Last Name*	**City***	Patient Location
DOB*	**State***	Phone Number
mm/dd/yyyy	Select State	
Gender*	**Postal Code***	
Unknown		

● Pharmacy

Pharmacy Name*	**Pharmacy DEA #***
Address*	Pharmacy NPI #
Address Line 2	Pharmacy NCPDP #
City*	Pharmacy Chain Site ID
State*	Permit Number
Select State	
Postal Code*	Contact Name
	Contact Phone

● Prescriber

First Name*	Address One	**Prescriber DEA #***
Middle Name	Address Two	Prescriber XDEA #
Last Name*	City	DEA Suffix
Phone Number	State	Prescriber NPI #
	Select State	
	Postal Code	State License #

● Prescription

Prescription Number*	Electronic Rx Order #	**Payment Type***
Fill Date*	Electronic Rx Reference #	Date Sold
mm/dd/yyyy		mm/dd/yyyy
Written Date*	RxNorm Code Type	Rx Transmission Form
mm/dd/yyyy		
Refills*	RxNorm Code	Directions
Authorized Refills*	Rx Serial #	Treatment Type
Days Supply*	Rx Serial # Issuer	Diagnosis Code (ICD-10)
Partial Fill	Quantity Prescribed	

● Drug

NOC Number* ☐Compound	Quantity*	Units*

● Pharmacist

First Name	Prescriber NPI #
Middle Name	State License #
Last Name	

● Other (Dispensation Surrogates)

First Name	Patient Relationship
Middle Name	Drop-off/Pick-up Type
Last Name	Drop-off/Pick-up ID #

Submit   Cancel

6.4 PharmacyRx

PharmacyRx allows users at the pharmacy to access a list of previously submitted prescriptions dispensed by the pharmacy.

1. Navigate to **Menu > Rx Management** and click the **PharmacyRx** tab
2. Select the desired Pharmacy Identifier
3. Enter a date range for the report, and click "Search"

Error Correction	Rx Maintenance	New Rx	PharmacyRx

PharmacyRx

DEA Numbers

⦿ PH1111119

Prescription Fill Dates

From*

09/01/2017

To*

10/13/2017

🔍 Search

4. The user will receive a report on dispensations filled by the pharmacy within the requested time frame. The report will contain a section with the pharmacy's information as well as a Dispensations table.
    i) The Dispensations table can be filtered by any of its columns.
    ii) If the user needs to change the date range of the report, they can do so by clicking the "Back" button at the top of the report.
5. If configured by the State Administrator, the user will be able to export the data into a .pdf or .csv file by clicking the icons at the top of the report.

← Back

Error Correction	Rx Maintenance	New Rx	PharmacyRx

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PharmacyRx

Report Prepared: 10/16/2017
Date Range: 09/01/2017 – 10/13/2017

📄 Download PDF 📄 Download CSV

⊖ title

Street Address	City	State	Zip

Report Criteria

Identifier Number
PH1111119

⊖ Dispensations

Fill Date	Rx #	Name	Year of Birth	Drug Name	Qty	Supply	Refill Number	Prescriber Name	Pymt Type
10/13/2017	54555	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	5.0	5	0	DR, DOCTOR	paid
10/13/2017	54321	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	10.0	10	0	TEST, DOCTOR	paid
10/12/2017	86329	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	10.0	10	0	ANOTHER, DOCTOR	paid
10/12/2017	54321	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	10.0	10	0	ANOTHER, DOCTOR	paid
10/12/2017	78541	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	10.0	10	0	DIFFERENT, DOCTOR	paid
10/12/2017	09645	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	15.0	15	0	THE, DOCTOR	paid
10/11/2017	45216	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	30.0	30	0	THE, DOCTOR	paid
10/11/2017	12345	PATIENT, TEST	1945	HYDROCODON-ACETAMINOPHEN 5-325	30.0	30	0	JORDAN, DOCTOR	paid

In addition to Clearinghouse reporting emails which includes errors, error notification is considered given when a patient, practitioner or MSPMP staff notifies the dispenser of an error (example: incorrect prescriber DEA). These must also be corrected within 7 (seven) days of the notification via Clearinghouse error correction only.

If your pharmacy utilizes a vendor for PMP reporting, please make sure that vendor is sending file submission and error issues BACK to the individual IN YOUR PHARMACY responsible for PMP reporting in order to make correction of these errors.

 Again, errors sent back from the Clearinghouse can be corrected via the Clearinghouse or via Rx Management in AWARxE. Please review the USER manual and Data Submission documents in their entirety, including ASAP 4.2 appendix, for answers to questions. You may also contact the AWARxE Clearinghouse help desk at 1-855-567-4767 if you are unsure how to correct an error. Again, errors made that would not kick back as a technical error (incorrect prescriber DEA, etc) cannot be corrected via Rx Management and must be corrected via the Clearinghouse.

If you have any questions concerning this email, please contact PMP staff in the PMP Division of the Board of Pharmacy - **601-899-0138**.