

Prescription Drug Repayment for FT Only: Article 21.A.2.3

(Updated 6/14/18, MF)

Faculty working full-time who are covered by CCSF medical plans are also eligible for reimbursement of some prescription drug co-payments. The intent is to help faculty members who spend large amounts on prescriptions. You are only eligible if you spend \$1,200 or more on co-pays in a single plan year.

- Faculty working full-time only.
- Covers co-pays only, not cost of drugs.
- Only covers co-pays of drugs that were approved within HSS plan.
- Faculty only eligible if total of co-pays for individual is \$1,200 in a single plan year.
- Total District payments in any one plan year for all qualifying employees shall be capped at \$20,000.
- Plan year is November 1 – October 31
- Submit all paperwork November 1-15 for previous plan year.
(In 2017, administration extended to January 26, 2018 to fix an error. That was an exception – deadlines should be November 1-15 going forward.)

Use this form: [Prescription Drug Co-Pay Reimbursement Form](#)

Attach original receipts and submit to:

**CCSF Benefits Unit
33 Gough Street
San Francisco, CA 94103
415-241-2314**

Re: Prescription Drug Copay Reimbursement Benefit

In the 2016 contract settlement between the District and AFT 2121, it was agreed to continue the Prescription Drug Copay Reimbursement Benefit (Article 21.A.2.3) for full-time faculty, but only for co-payments in excess of \$1,200 annually. The most recent plan year was November 1, 2016 -October 31, 2017. Full-time faculty with copayments in excess of \$1,200 may now apply for reimbursement. The reimbursement prescription deadline is January 26, 2018. This will allow employees time to gather and submit their documentation.

Here are the requirements to be eligible for reimbursement:

- (1) The reimbursement is for the co-payments only, not for the cost of the prescription drugs themselves.
- (2) Co-payments are only eligible for reimbursement where the prescription drug itself was covered by a City College health plan through San Francisco Health Service System.
- (3) To qualify for reimbursement, the employee must submit appropriate documentation for prescriptions purchased from November 1, 2016 - October 31, 2017 using forms and procedures to be developed by Human Resources.
- (4) Total prescription drug co-payments for each employee must exceed \$1,200 in a single plan year.
- (5) Total District payments in any one plan year for all qualifying employees shall be capped at \$20,000.

If your prescription drug co-payments exceed \$1,200, you may qualify for reimbursement of copayments from the November 1, 2016 to October 31, 2017 period. Please keep a copy of your receipts or other documentation before you submit all documents to City College of San Francisco: Benefits Unit.

Subsequent plan years will run from November 1 to October 31. Documentation for each year will be accepted from November 1 through November 15.

If you have any questions, please contact Benefits Unit at 415-241-2246.