

NOTICE FROM THE EXECUTIVE OFFICER

December 17, 2008

DUE IN LESS THAN 4 WEEKS—Renewal of the Health Network System (HNS) Agreement

Further to our notices dated October 2nd, 20th and 29th, 2008, **LESS THAN 4 WEEKS REMAIN** to send in your renewal Health Network System (HNS) Subscription Agreement ('New Subscription Agreement').

The **expiry** date for existing agreements is **January 15, 2009**. This expiry does not apply to new operators of pharmacies ('Operators') or those who changed ownership after October 2008.

Please be reminded that failure by an Operator to execute the Agreement **before January 15, 2009** will result in the suspension of that Operator's HNS account. In such cases the HNS account will be re-activated within five (5) business days of the Agreement being signed and submitted to the Ministry.

Claims may only be submitted by an Operator for reimbursement if the New Subscription Agreement is in place. Operators will not be able to make a claim for ODB recipients through the HNS or be eligible for payment if the Operator's account is suspended.

We kindly request that Operators review the information for completing an agreement (BBS 8091 posted October 29, 2008 **guidance for completing pages 1 and 9 of the agreement**) before submitting the signed New Subscription Agreement to the Ministry.

Each agreement which is resigned and sent to the Ministry is reviewed for accuracy and completeness. If any omissions are identified, the Ministry will contact the signatory to outline the necessary revisions.

In the event corrections are required, it is necessary to resend ALL 9 PAGES of the agreement

The Ministry mailed out a hardcopy of the New Subscription Agreement to all Operators during October 2008. If you did not receive a hardcopy you may print and complete the New Subscription Agreement from the Ministry's website at:

http://www.health.gov.on.ca/english/providers/program/drugs/opdp_eo/notices/notices_docs/pharm_op_agree_20081020.pdf

Please ensure that all 9 pages of the agreement are faxed or mailed. Completed and signed agreements may be returned by:

Facsimile: (416) 327-8123

or

**Mail: Manager, Pharmaceutical Strategy
Ontario Public Drug Programs Division
5700 Yonge Street, 3rd floor
Toronto, ON M2M 4K5**

A final copy of the New Subscription Agreement with the signature of the Executive Officer will be returned by mail for your records. Given the volume of agreements which are being renewed, please allow **8-12 weeks for processing** and receiving a signed and dually executed copy of your agreement.

If you have any questions about the new Agreement, please send email to:
PublicDrugPrgrms.moh@ontario.ca

Helen Stevenson
Assistant Deputy Minister and Executive Officer
Ontario Public Drug Programs