Pharmacy Benefit Manager
Annual Financial Reporting Requirement

Instructions:

**REPORTING OF AUDITED FINANCIAL STATEMENTS:**

- THE REPORTING PERIOD MUST BE FOR THE PREVIOUS FISCAL YEAR.

- ‘AUDITED FINANCIAL STATEMENT’ MEANS a provider’s financial statement that has been prepared in accordance with generally accepted accounting principles and that has been audited by an independent certified public accountant in accordance with generally accepted auditing standards and includes notes to the financial statement.”

- IF YOUR AUDITED FINANCIAL STATEMENT IS NOT AVAILABLE BY THE MARCH 1ST REPORTING DEADLINE, YOU MAY PROVIDE A PRELIMINARY INTERNAL FINANCIAL STATEMENT ALONG WITH A PROJECTED DATE THAT WE MAY EXPECT TO RECEIVE FROM YOU THE FINAL AUDITED STATEMENT. THIS PRELIMINARY REPORT MUST BE IN OUR OFFICE NO LATER THAN THE MARCH 1ST REPORTING DEADLINE REQUIRED BY STATUTE AND PRINTED BELOW.

- REQUIRED WITH AN INITIAL APPLICATION FOR A PBM LICENSE

- FINANCIAL STATEMENTS ARE NOT REQUIRED WITH THE PBM RENEWAL APPLICATION AS LONG AS THE MARCH 1ST REPORTING REQUIREMENT IS MET.

- IF YOU ARE NOT A PUBLICLY HELD COMPANY AND YOU WISH FOR FINANCIAL STATEMENTS TO BE HELD AS ‘CONFIDENTIAL’ YOU MUST MARK ALL DOCUMENTS AS CONFIDENTIAL.

- AT THIS TIME FINANCIAL STATEMENTS SHALL INCLUDE YOUR MOST RECENT PROFIT AND LOSS STATEMENT AND BALANCE SHEET.

**MISSISSIPPI STATUTE:**

Each PBM providing pharmacy benefit management plans or services in the State of Mississippi must file a financial statement with the Board annually by March 1st or within sixty (60) days of the end of its fiscal year if not a calendar year.  

[Miss. Code Ann. § 73-21-157]

- The statement must be verified by at least two (2) principal officers with original signatures verifying that the financial statements are true and correct and shall cover
the preceding calendar year or the immediately preceding fiscal year of the PBM. The statement shall include:

- A financial statement of the organization, including its balance sheet and income statement for the reporting period.
- A complete list of all companies acquired, mergers or divestitures for the reporting period.
- A list of names and addresses of all insurers with which the PBM had an agreement during the preceding fiscal year.
- Company information including specific contact information.
- Any other information relating to the operations of the PBM required by the Board.

ALL DOCUMENTS SHOULD BE MAILED TO:

Attention: PBM Administrator

MISSISSIPPI BOARD OF PHARMACY

6360 I55 North, Suite 400
Jackson, Mississippi 39201

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Frank Gammill
Executive Director
MISSISSIPPI BOARD OF PHARMACY