1) Drug is approved by the Food and Drug Administration (FDA)

2) The AFW meets to review the ADAP formulary and make recommendations for additions and deletions to the formulary by consensus. (Once every 6 months*)

3) Recommendation submitted to the HIV/AIDS Section for fiscal review. (No more than 7 business days after the AFW recommendation)

4a) ADAP Crisis Task Force negotiates HIV anti-retroviral drug prices with drug manufacturers. (Varied based on FDA approval and need)

4b) Fiscal impact analysis conducted by HIV/AIDS Section. (No more than 10 business days after the state is notified of drug pricing agreement by the ADAP Crisis Task Force)

5a) HIV/AIDS Section accepts recommended changes to ADAP formulary (proceed to step 6).

5b) HIV/AIDS Section does not accept recommended changes to ADAP formulary (go back to step 2). (No more than 30 calendar days after HIV/AIDS Section Medical Director informs Section of the AFW recommendation(s) or the state is notified of drug pricing agreement)

6) Necessary forms are submitted to the Bureau Chief of Public Health Pharmacy for review by the Pharmacy and Therapeutics (P&T) Committee. (No more than 3 days after HIV/AIDS Section Administrator accepts change(s) to the ADAP formulary)

7) Chief of Bureau of Public Health Pharmacy brings the HIV/AIDS Section recommendation(s) to the P&T Committee for a vote (either in a meeting or electronically). (Once a quarter*)

8) Outcome of P&T Committee vote is shared with members of the AFW and HIV/AIDS Section. (Next AFW quarterly meeting after the relevant P&T Committee vote)

9a) After P&T Committee votes in favor of making changes to the ADAP formulary, ADAP State Health Office must 1) update Provider and 2) inform CVS. (No more than 15 business days after P&T Committee votes in favor of making changes to the ADAP formulary)

9b) After P&T Committee votes in favor of making changes to the ADAP formulary, Bureau of Public Health Pharmacy must 1) notify wholesaler to purchase the drug and 2) update the PFS system. (No more than 3 business days after P&T Committee votes in favor of making changes to the ADAP formulary)

10) After steps in 9a and 9b have been completed and the drug is ready to be dispensed, ADAP must update its formulary. (No more than 3 business days after the drug is ready to be dispensed)

11) Formal announcement is made and shared across the state. (No more than 20 business days after the drug has been added to the ADAP formulary)

12a) County health department pharmacy orders the drug through the PFS system and receives a shipment of the drug from the wholesaler. (No more than 5 business days)

12b) Health care provider submits a prescription for drug to CVS Specialty Pharmacy and client receives the drug at their home, a county health department, or at a CVS retail location. (No more than 5 business days)

12a1) County health department pharmacy visits the county health department to pick up their medication. (No more than 14 calendar days from the day the pharmacy processes the medication)
1) Drug is approved by the Food and Drug Administration (FDA)

2) The AFW meets to review the ADAP formulary and make recommendations for additions and deletions to the formulary by consensus.

3) Recommendation(s) submitted to the HIV/AIDS Section for fiscal review.

4a) ADAP Crisis Task Force negotiates HIV anti-retroviral drug prices with drug manufacturers.

4b) Fiscal impact analysis conducted by HIV/AIDS Section.

5a) HIV/AIDS Section accepts recommended changes to ADAP formulary (proceed to step 6).

5b) HIV/AIDS Section does not accept recommended changes to ADAP formulary (go back to step 2).

6) Necessary forms are submitted to the Bureau Chief of Public Health Pharmacy for review by the Pharmacy and Therapeutics (P&T) Committee.

7) Chief of Bureau of Public Health Pharmacy brings the HIV/AIDS Section recommendation(s) to the P&T Committee for a vote (either in a meeting or electronically).

8) Outcome of P&T Committee vote is shared with members of the AFW and HIV/AIDS Section.

9a) After P&T Committee votes in favor of making changes to the ADAP formulary, ADAP State Health Office must 1) update Provide and 2) inform CVS.

9b) After P&T Committee votes in favor of making changes to the ADAP formulary, Bureau of Public Health Pharmacy must 1) notify wholesaler to purchase the drug and 2) update the PFS system.

10) After steps in 9a and 9b have been completed and the drug is ready to be dispensed, ADAP must update its formulary.

11) Formal announcement is made and shared across the state.

12a1) County health department pharmacy orders the drug through the PFS system and receives a shipment of the drug from the wholesaler.

12a2) Client visits the county health department to pick up their medication.

12b) Health care provider submits a prescription for drug to CVS Specialty Pharmacy and client receives the drug at their home, a county health department, or at a CVS retail location.