

## MASTER SERVICES AGREEMENT

MSA -881673

This master services agreement ("**Agreement**") between **AETNA LIFE INSURANCE COMPANY**, located at 151 Farmington Avenue, Hartford, Connecticut ("**Aetna**"), and **Lee County Board of County Commissioners**, located at 2115 2nd St., Fort Myers, FL, 33901 ("**Customer**") is effective as of January 1, 2018 ("**Effective Date**").

The Customer has established one or more self-funded employee benefits plans, described in Exhibit 1, (the "**Plan(s)**"), for certain covered persons, as defined in the Plan(s) (the "**Plan Participants**").

The Customer wants to make available to Plan Participants one or more products and administrative services ("**Services**") offered by Aetna, as specified in the attached schedules, and Aetna wants to provide those Services to the Customer for the compensation described herein.

The parties therefore agree as follows:

### 1. TERM

The initial term of this Agreement will be five years beginning on the Effective Date. This Agreement will automatically renew annually unless otherwise terminated pursuant to section 16 (Termination). The initial term and each successive one year renewal shall be considered an "**Agreement Period**". The schedules may provide for different start and end dates for certain Services.

### 2. SERVICES

Aetna shall provide the Services described in the attached schedules.

### 3. STANDARD OF CARE

Aetna and the Customer will discharge their obligations under this Agreement with that level of reasonable care which a similarly situated services provider or plan administrator, respectively, would exercise under similar circumstances. If the Customer delegates claim fiduciary duties to Aetna pursuant to the applicable schedule, Aetna shall observe the standard of care and diligence required of a fiduciary under applicable state law.

### 4. SERVICE FEES

The Customer shall pay Aetna the fees according to the Service and Fee Schedule(s) ("**Service Fees**"). Aetna may change the Services and the Service Fees annually by giving the Customer 30 days' notice before the changes take effect. Changes will take effect on the anniversary of the Effective Date unless otherwise indicated in the applicable Service and Fee Schedule(s).

Aetna shall provide the Customer with a monthly statement indicating the Service Fees owed for that month. The Customer shall pay Aetna the Service Fees no later than 45 calendar days after the first calendar day of the month in which the Services are provided (the "**Payment Due Date**"). The Customer shall provide with their payment either a copy of the Aetna invoice, modified to reflect current eligibility, or a copy of a pre-approved invoice which meets Aetna's billing requirements. The Customer shall also reimburse Aetna for certain additional expenses, as stated in the Service and Fee Schedule(s).

All overdue amounts are subject to the late charges outlined in the Service and Fee Schedule(s).

Aetna shall prepare and submit to the Customer an annual report showing the Service Fees paid.

## **5. BENEFIT FUNDING**

The Customer shall choose one of the banking facilities offered by Aetna through which Plan benefit payments, Service Fees and Plan benefit related charges will be made. All such amounts will be paid through the banking facility by check, electronic funds transfer or other reasonable transfer methods. The Customer shall reimburse the banking facility for all such payments on the day of the request. All such reimbursements will be made by wire transfer in federal funds using the instructions provided by Aetna, or by another transfer method agreed upon by both parties.

Since funding is provided on a checks cleared basis, Aetna is not required to act on outstanding benefit checks (checks which have not been presented for payment) unless directed to do so by the Customer. The Customer may elect full escheat or stop pay services under a separate contract, to which additional fees may apply. In the absence of an escheat or stop pay contract, checks will be voided when they age five years, which does not eliminate the Customer's potential escheat liability.

After termination of the Agreement, in the absence of an escheat or stop pay contract, Aetna may place stop payment orders on all of the Customer's outstanding benefit checks after either:

- (i) One year has elapsed since Aetna completed its runoff obligations; or
- (ii) Aetna has exercised its right to suspend claim payments or terminate this Agreement as stated in section 16(B) (Termination).

At the end of any run off service period, the Customer may also request Aetna to perform escheat services on outstanding benefit checks for an additional charge.

## **6. FIDUCIARY DUTY**

It is understood and agreed that the Customer, as plan administrator, retains complete authority and responsibility for the Plan, its operation, and the benefits provided there under, and that Aetna is empowered to act on behalf of the Customer in connection with the Plan only to the extent expressly stated in this Agreement or as agreed to in writing by Aetna and the Customer.

The Customer has the sole and complete authority to determine eligibility of persons to participate in the Plan.

Claim fiduciary responsibility is identified in the applicable Schedule.

## **7. CUSTOMER'S RESPONSIBILITIES**

- (A) Eligibility** – The Customer shall supply Aetna, by electronic medium acceptable to Aetna, with all relevant information identifying Plan Participants and shall notify Aetna by the tenth day of the month following any changes in Plan participation. Aetna is not required to honor a notification of termination

of a Plan Participant's eligibility which Aetna receives more than 60 days after termination of such Plan Participant. In the event that Aetna receives a termination request with a termination date more than 60 days prior to the date such request is received, the termination will be processed with a date 60 days retroactive to the received date. Aetna has no responsibility for determining whether an individual meets the eligibility requirements of the Plan.

- (B) Plan Document Review** – The Customer shall provide Aetna with all Plan documents at least 30 days prior to the Effective Date. Aetna will review the Plan documents to determine any potential differences that may exist among such Plan documents and Aetna's claim processing systems and internal policies and procedures. Aetna does NOT review the Customer's Summary of Benefits and Coverage ("**SBC**"), Summary Plan Description ("**SPD**") or other Plan documents for compliance with applicable law. The Customer also agrees that it is responsible for satisfying any and all Plan reporting and disclosure requirements imposed by law, including updating the SBC or SPD and other Plan documents and issuing any necessary summaries of material modifications to reflect any changes in benefits.
- (C) Notice of Plan or Benefit Change** – The Customer shall notify Aetna in writing of any changes in Plan documents or Plan benefits (including changes in eligibility requirements) at least 30 days prior to the effective date of such changes. Aetna will have 30 days following receipt of such notice to inform the Customer whether Aetna will agree to administer the proposed changes. If the proposed changes increase Aetna's costs, alter Aetna's ability to meet any performance standards or otherwise impose substantial operational challenges, Aetna may require an adjustment to the Service Fees or other financial terms.
- (D) Employee Notices** – The Customer shall furnish each employee covered by the Plan written notice that the Customer has complete financial liability for the payment of Plan benefits. The Customer shall inform its Plan Participants, in a manner that satisfies applicable law, that confidential information relating to their benefit claims may be disclosed to third parties in connection with Plan administration.
- (E) Miscellaneous** – The Customer shall promptly provide Aetna with such information regarding administration of the Plan as Aetna may reasonably request from time to time. Aetna is entitled to rely on the information most recently supplied by the Customer in connection with the Services and Aetna's other obligations under the Agreement. Aetna is not responsible for any delay or error caused by the Customer's failure to furnish correct information in a timely manner. Aetna is not responsible for responding to Plan Participant requests for copies of Plan documents. The Customer shall be liable for all Plan benefit payments made by Aetna, including those payments made following the termination date or which are outstanding on the termination date.

## 8. RECORDS

Aetna, its affiliates and authorized agents shall use all Plan-related documents, records and reports received or created by Aetna in the course of delivering the Services ("**Plan Records**") in compliance with applicable privacy laws and regulations. Aetna may de-identify Plan Records and use them for quality improvement, statistical analyses, product development and other lawful, non-Plan related purposes. Such Plan Records will be kept by Aetna for a minimum of seven years, unless Aetna turns such documentation over to the Customer or a designee of the Customer.

In accordance with Florida Statute Section 119.0701, Aetna agrees to comply with public records laws including the following:

- a. Keep and maintain public records required by the Customer in order to perform the Scope of Services identified herein.
  - b. Upon request from the Customer provide the Customer with any requested public records or allow the requested records to be inspected or copied within a reasonable time by the Customer.
  - c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and thereafter if the Aetna does not transfer all records to the Customer.
  - d. Transfer, at no cost, to Customer all public records in possession of the Aetna upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the Customer, upon request from the Customer, in a format that is compatible with the information technology systems of the Customer. If the Aetna keeps and maintains public records upon the conclusion of this Agreement, the Aetna shall meet all applicable requirements for retaining public records that would apply to the Customer.
2. If Aetna does not comply with a public records request, the Customer shall treat that omission as a breach of this Agreement and enforce the Contract provisions accordingly. Additionally, if the Aetna fails to provide records when requested, the Aetna may be subject to penalties under Section 119.10, Florida Statutes, and reasonable costs of enforcement, including attorney fees.
3. **IF AETNA HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO AETNA’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTOMER’S CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, [publicrecords@leegov.com](mailto:publicrecords@leegov.com); <http://www.leegov.com/publicrecords>.**

## 9. CONFIDENTIALITY

- (A) **Business Confidential Information** - Neither party may use “Business Confidential Information” (as defined below) of the other party for its own purpose, nor disclose any Business Confidential Information to any third party. However, a party may disclose Business Confidential Information to that party’s representatives who have a need to know such information in relation to the administration of the Plan, but only if such representatives are informed of the confidentiality provisions of this Agreement and agree to abide by them. The Customer shall not disclose Aetna’s provider discount or payment information to any third party, including the Customer’s representatives, without Aetna’s prior written consent and until each recipient has executed a confidentiality agreement reasonably satisfactory to Aetna.

The term “**Business Confidential Information**” as it relates to the Customer means the Customer identifiable business proprietary data, procedures, materials, lists and systems, but does not include Protected Health Information (“PHI”) as defined by HIPAA or other claims-related information.

The term “**Business Confidential Information**” as it relates to Aetna means the Aetna identifiable

business proprietary data, rates, fees, provider discount or payment information, procedures, materials, lists and systems.

- (B) Plan Participant Information** - Each party will maintain the confidentiality of Plan Participant-identifiable information, in accordance with applicable law and, as appropriate, the terms of the HIPAA business associate agreement associated with this Agreement. The Customer may identify, in writing, certain Customer employees or third parties, who the Plan has authorized to receive Plan Participant-identifiable information from Aetna in connection with Plan administration. Subject to more restrictive state and federal law, Aetna will disclose Plan Participant-identifiable information to the Customer designated employees or third parties. In the case of a third party, Aetna may require execution by the third party of a non-disclosure agreement reasonably acceptable to Aetna. The Customer agrees that it will only request disclosure of PHI to a third party or to designated employees if: (i) it has amended its Plan documents, in accordance with 45 CFR 164.314(b) and 164.504(f)(2), so as to allow the Customer designated employees or third parties to receive PHI, has certified such to the Plan in accordance with 45 CFR 164.504(f)(2)(ii), and will provide a copy of such certification to Aetna upon request; and (ii) the Plan has determined, through its own policies and procedures and in compliance with HIPAA, that the PHI that it requests from Aetna is the minimum information necessary for the purpose for which it was requested.
- (C) Upon Termination** - Upon termination of the Agreement, each party, upon the request of the other, will return or destroy all copies of all of the other's Business Confidential Information in its possession or control except to the extent such Business Confidential Information must be retained pursuant to applicable law or cannot be disaggregated from Aetna's databases. Aetna may retain copies of any such Business Confidential Information it deems necessary for the defense of litigation concerning the Services it provided under this Agreement, for use in the processing of runoff claims for Plan benefits, and for regulatory purposes.

## 10. AUDIT RIGHTS

The Customer may, at its own expense, audit Plan claim transactions upon reasonable notice to Aetna. The Customer may conduct one audit per year and the audit must be completed within 2 years of the end of the time period being audited. Audits of any performance guarantees, if applicable, must be completed in the year following the period to which the performance guarantee results apply. Audits must be performed at the location where the Customer's claims are processed.

The Customer may select its own representative to conduct an audit, provided that the representative must be qualified by appropriate training and experience for such work and must perform the audit in accordance with published administrative safeguards or procedures and applicable law. In addition, the representative must not be subject to an Auditor Conflict of Interest which would prevent the representative from performing an independent audit. An "Auditor Conflict of Interest" means any situation in which the designated representative (i) is employed by an entity which is a competitor of Aetna, (ii) has terminated from Aetna or any of its affiliates within the past 12 months, or (iii) is affiliated with a vendor subcontracted by Aetna to adjudicate claims. If the audit firm is not licensed or a member of a national professional group, or if the audit firm has a financial interest in audit findings or results, the audit agent must agree to meet Aetna's standards for professionalism by signing Aetna's Agent Code of Conduct prior to performing the audit. Neither the Customer nor its representative may make or retain any record of provider negotiated rates or information concerning treatment of drug or alcohol abuse, mental/nervous, HIV/AIDs or genetic markers.

The Customer shall provide reasonable advance notice of its intent to audit and shall complete an Audit Request Form providing information reasonably requested by Aetna. No audit may commence until the Audit Request Form is completed and executed by the Customer, the auditor and Aetna. Further, the Customer or its representative shall provide Aetna with a complete listing of the claims chosen for audit at least four weeks prior to the on-site portion of the audit.

The Customer's auditors shall provide their draft audit findings to Aetna, prior to issuing the final report. This draft will provide the basis for discussions between Aetna and the auditors to resolve and finalize any open issues. Aetna shall have a right to review the auditor's final audit report, and include a supplementary statement containing information and material that Aetna considers pertinent to the audit.

Additional guidelines related to the scope of the audit are included in the applicable schedules.

#### **11. RECOVERY OF OVERPAYMENTS**

Aetna shall reprocess any identified errors in Plan benefit payments (other than errors Aetna reasonably determines to be *de minimis*) and seek to recover any resulting overpayment by attempting to contact the party receiving the overpayment twice by letter, phone, or email. The Customer may direct Aetna not to seek recovery of overpayments from Plan Participants, in which event Aetna will have no further responsibility with respect to those overpayments. The Customer shall reasonably cooperate with Aetna in recovering all overpayments of Plan benefits.

**If Aetna elects to use a third party recovery vendor, collection agency, or attorney to pursue the recovery, the overpayment recoveries will be credited to the Customer net of fees charged by Aetna or those entities.**

Any requested payment from Aetna relating to an overpayment must be based upon documented findings or direct proof of specific claims, agreed to by both parties, and must be due to Aetna's actions or inactions. Indirect or inferential methods of proof – such as statistical sampling, extrapolation of error rate to the population, etc. – may not be used to determine overpayments. In addition, use of software or other review processes that analyze a claim in a manner different from the claim determination and payment procedures and standards used by Aetna shall not be used to determine overpayments.

When seeking recovery of overpayments from a provider, Aetna has established the following process: if it is unable to recover the overpayment through other means, Aetna may offset one or more future payments to that provider for services rendered to Plan Participants by an amount equal to the prior overpayment. Aetna may reduce future payments to the provider (including payments made to that provider involving the same or other health and welfare plans that are administered by Aetna) by the amount of the overpayment, and Aetna will credit the recovered amount to the plan that overpaid the provider. By entering into this Agreement, the Customer is agreeing that its right to recover overpayments shall be governed by this process and that it has no right to recover any specific overpayment unless otherwise provided for in this Agreement.

The Customer may not seek recovery of overpayments from network providers, but the Customer may seek recovery of overpayments from other third parties once the Customer has provided Aetna notice that it will seek such recovery and Aetna has been afforded a reasonable opportunity to recover such amounts. Aetna has no duty to initiate litigation to pursue any overpayment recovery.

## 12. INDEMNIFICATION

- (A) Aetna shall indemnify the Customer, its affiliates and their respective directors, officers, and employees (only as employees, not as Plan Participants) for that portion of any loss, liability, damage, expense, settlement, cost or obligation (including reasonable attorneys' fees) ("**Losses**") caused directly by (i) any material breach of this Agreement by Aetna, including a failure to comply with the standard of care in section 3; (ii) Aetna's negligence, gross negligence, willful misconduct, fraud, or breach of fiduciary responsibility; or (iii) Aetna's infringement of any U.S. intellectual property right of a third party, arising out of the Services provided under this Agreement.
- (B) Subject to any applicable limitations of Florida Statutes section 768.28, the Customer shall indemnify Aetna, its affiliates and their respective directors, officers, and employees for that portion of any Losses caused directly by (i) any material breach of this Agreement by the Customer including a failure to comply with the standard of care in section 3; (ii) the Customer's negligence, willful misconduct, fraud, or breach of fiduciary responsibility; (iii) the release or transfer of Plan Participant-identifiable information to the Customer or its designee, or the use or further disclosure of such information by the Customer or such designee; or (iv) in connection with the design or administration of the Plan by the Customer or any acts or omissions of the Customer as an employer or Plan Sponsor.
- (C) The party seeking indemnification under this Agreement must notify the indemnifying party within 20 days in writing of any actual or threatened action, to which it claims such indemnification applies. Failure to so notify the indemnifying party will not be deemed a waiver of the right to seek indemnification, unless the actions of the indemnifying party have been prejudiced by the failure of the other party to provide notice as indicated above.
- The indemnifying party may join the party seeking indemnification as a party to such proceeding; however the indemnifying party shall provide and control the defense and settlement with respect to claims to which this section applies.
- (D) The Customer and Aetna agree that: (i) health care providers are not the agents or employees of the Customer or Aetna and neither party renders medical services or treatments to Plan Participants; (ii) health care providers are solely responsible for the health care they deliver to Plan Participants, and neither the Customer nor Aetna is responsible for the health care that is delivered by health care providers; and (iii) the indemnification obligations of (A) or (B) above do not apply to any portion of any loss relating to the acts or omissions of health care providers with respect to Plan Participants.
- (E) These indemnification obligations above shall not apply to any claims caused by (i) an act, or failure to act, by one party at the direction of the other, or (ii) with respect to intellectual property infringement, the Customer's modification or use of the Services or materials that are not contemplated by this Agreement, unless directed by Aetna, including the combination of such Services or materials with services, materials or processes not provided by Aetna where the combination is the basis for the claim of infringement. For purposes of the exclusions in this paragraph, the term "Customer" includes any

person or entity acting on the Customer's behalf or at the Customer's direction. For purposes of (A) and (B) above, the standard of care to be applied in determining whether either party is "negligent" in performing any duties or obligations under this Agreement shall be the standard of care set forth in section 3.

### **13. DEFENSE OF CLAIM LITIGATION**

In the event of a legal, administrative or other action arising out of the administration, processing or determination of a claim for Plan benefits, the party designated in this document as the fiduciary which rendered the decision in the appeal last exercised by the Plan Participant which is being appealed to the court ("appropriate named fiduciary") shall undertake the defense of such action at its expense and settle such action when in its reasonable judgment it appears expedient to do so. If the other party is also named as a party to such action, the appropriate named fiduciary will defend the other party PROVIDED the action relates solely and directly to actions or failure to act by the appropriate named fiduciary and there is no conflict of interest between the parties. The Customer agrees to pay the amount of Plan benefits included in any judgment or settlement in such action. The other party shall not be liable for any other part of such judgment or settlement, including but not limited to legal expenses and punitive damages, except to the extent provided in section 12 (Indemnification). The terms of this paragraph are subject to any applicable limitations of Florida Statutes Section 768.28.

Notwithstanding anything to the contrary in this section 13, in any multi-claim litigation (including arbitration) disputing reimbursement for benefits for more than one Plan Sponsor, the Customer authorizes Aetna to defend and reasonably settle the Customer's benefit claims in such litigation.

### **14. REMEDIES**

Other than in an action between the parties for third party indemnification, neither party shall be liable to the other for any consequential, incidental or punitive damages whatsoever.

### **15. COMPLIANCE WITH LAWS**

Aetna shall comply with all applicable federal and Florida state laws including, without limitation, the Patient Protection and Affordable Care Act of 2010 ("PPACA"), and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

### **16. TERMINATION**

This Agreement may be terminated by Aetna or the Customer as follows:

- (A) Termination by the Customer** – The Customer may terminate this Agreement, or the Services provided under one or more schedules, for any reason, by giving Aetna at least 30 days' prior written notice of when such termination will become effective.
- (B) Termination by Aetna and Suspension of Claim Payments-**



(1) Aetna may terminate this Agreement, or the Services provided under one or more schedules, for any reason, by giving the Customer at least 30 days' prior written notice of when such termination will become effective.

(2) If the Customer fails to fund claim wire requests from Aetna, or fails to pay Service Fees by the Payment Due Date, Aetna has the right to cease paying claims and suspend Services until the requested funds or Service Fees have been provided. Aetna may terminate the Agreement immediately upon notice to the Customer if the Customer fails to fund claim wire requests or pay the applicable Service Fees in full within five business days of written notice by Aetna.

(C) **Legal Prohibition** - If any jurisdiction enacts a law or Aetna reasonably interprets an existing law to prohibit the continuance of the Agreement or some portion thereof, the Agreement or that portion shall terminate automatically as to such jurisdiction on the effective date of such law or interpretation; provided, however, if only a portion of the Agreement is impacted, the Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted.

(D) **Responsibilities on Termination –**

Upon termination of the Agreement, for any reason other than default of payment by the Customer, Aetna will continue to process runoff claims for Plan benefits that were incurred prior to the termination date, which are received by Aetna within 12 months following the termination date. The Service Fee for such activity is included in the Service Fees described in the Service and Fee Schedule(s). Runoff claims will be processed and paid in accordance with the terms of this Agreement. New requests for benefit payments received after the 12 month runoff period will be returned to the Customer or to a successor administrator at the Customer's expense. Claims which were pending or disputed prior to the start of the runoff period will be handled to their conclusion by Aetna, as well as provider performance or incentive payments paid for prior period performance pay outs, and Customer agrees to fund such claims or payments when requested by Aetna.

The Customer shall continue to fund Plan benefit payments and agrees to instruct its bank to continue to make funds available until all outstanding Plan benefit payments have been paid or until such time as mutually agreed upon by Aetna and the Customer. The Customer's wire line and bank account from which funds are requested must remain open for one year after runoff processing ends, or two years after termination.

Upon termination of the Agreement and provided all Service Fees have been paid, Aetna will release to the Customer, or its successor administrator, all claim data in Aetna's standard format, within a reasonable time period following the termination date. All costs associated with the release of such data shall be paid by the Customer.

**17. GENERAL**

- (A) **Relationship of the Parties** - The parties to this Agreement are independent contractors. This Agreement is not intended and shall not be interpreted or construed to create an association, agency, joint venture or partnership between the parties or to impose any liability attributable to such a relationship. Each party shall be solely responsible for all wages, taxes, withholding, workers compensation, insurance and any other obligation on behalf of any of its employees, and shall indemnify the other party with respect to any claims by such persons.
- (B) **Intellectual Property** - Aetna represents that it has either the ownership rights or the right to use all of the intellectual property used by Aetna in providing the Services under this Agreement (the “**Aetna IP**”). Aetna has granted the Customer a nonexclusive, non-assignable, royalty free, limited right to use certain of the Aetna IP for the purposes described in this Agreement. Nothing in this Agreement shall be deemed to grant any additional ownership rights in the Aetna IP to the Customer.
- (C) **Communications** - Aetna and the Customer may rely upon any communication believed by them to be genuine and to have been signed or presented by the proper party or parties. For a notice or other communication under this Agreement to be valid, it must be in writing and delivered (i) by hand, (ii) by e-mail or (iii) by fax to a representative of each party as mutually agreed upon. Notices or communications may also be sent by U.S. mail to the address below.
- |                                |                             |
|--------------------------------|-----------------------------|
| If to Aetna:                   | If to the Customer:         |
| Natalie Gonder Jones           | Lee County Board of County  |
| 4630 Woodlands Corporate Blvd. | Commissioners               |
| Tampa, FL 33614                | 2115 2 <sup>nd</sup> Street |
|                                | Fort Myers, FL 33901        |
- (D) **Force Majeure** – With the exception of the Customer’s obligation to fund benefit payments and Service Fees, neither party shall be deemed to have breached this Agreement, or be held liable for any failure or delay in the performance of any portion of its obligations under this Agreement, including performance guarantees if applicable, if prevented from doing so by a cause or causes beyond the reasonable control of the party. Such causes include, but are not limited to: acts of God; acts of terrorism; pandemic; fires; wars; floods; storms; earthquakes; riots; labor disputes or shortages; and governmental laws, ordinances, rules, regulations, or the opinions rendered by any court, whether valid or invalid.
- (E) **Governing Law** - The Agreement shall be governed by and interpreted in accordance with applicable federal law. To the extent such federal law does not govern, the Agreement shall be governed by Florida law.
- (F) **Financial Sanctions** – If Plan benefits or reimbursements provided under this Agreement violate, or will violate any economic or trade sanctions, such Plan benefits or reimbursements are immediately considered invalid. Aetna cannot make payments for claims or Services if it violates a financial sanction regulation. This includes sanctions related to a blocked person or a country under sanction by the United States, unless permitted under a written office of Foreign Assets Control (OFAC) license.

- (A) **Relationship of the Parties** - The parties to this Agreement are independent contractors. This Agreement is not intended and shall not be interpreted or construed to create an association, agency, joint venture or partnership between the parties or to impose any liability attributable to such a relationship. Each party shall be solely responsible for all wages, taxes, withholding, workers compensation, insurance and any other obligation on behalf of any of its employees, and shall indemnify the other party with respect to any claims by such persons.
- (B) **Intellectual Property** - Aetna represents that it has either the ownership rights or the right to use all of the intellectual property used by Aetna in providing the Services under this Agreement (the “**Aetna IP**”). Aetna has granted the Customer a nonexclusive, non-assignable, royalty free, limited right to use certain of the Aetna IP for the purposes described in this Agreement. Nothing in this Agreement shall be deemed to grant any additional ownership rights in the Aetna IP to the Customer.
- (C) **Communications** - Aetna and the Customer may rely upon any communication believed by them to be genuine and to have been signed or presented by the proper party or parties. For a notice or other communication under this Agreement to be valid, it must be in writing and delivered (i) by hand, (ii) by e-mail or (iii) by fax to a representative of each party as mutually agreed upon. Notices or communications may also be sent by U.S. mail to the address below.
- |  |   |
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| <p>If to Aetna:<br/> Natalie Gonder Jones<br/> 4630 Woodlands Corporate Blvd.<br/> Tampa, FL 33614</p> | <p>If to the Customer:<br/> Lee County Board of County<br/> Commissioners<br/> 2115 2<sup>nd</sup> Street<br/> Fort Myers, FL 33901</p> |
|--|---|
- (D) **Force Majeure** – With the exception of the Customer’s obligation to fund benefit payments and Service Fees, neither party shall be deemed to have breached this Agreement, or be held liable for any failure or delay in the performance of any portion of its obligations under this Agreement, including performance guarantees if applicable, if prevented from doing so by a cause or causes beyond the reasonable control of the party. Such causes include, but are not limited to: acts of God; acts of terrorism; pandemic; fires; wars; floods; storms; earthquakes; riots; labor disputes or shortages; and governmental laws, ordinances, rules, regulations, or the opinions rendered by any court, whether valid or invalid.
- (E) **Governing Law** - The Agreement shall be governed by and interpreted in accordance with applicable federal law. To the extent such federal law does not govern, the Agreement shall be governed by Florida
- (F) **Financial Sanctions** – If Plan benefits or reimbursements provided under this Agreement violate, or will violate any economic or trade sanctions, such Plan benefits or reimbursements are immediately considered invalid. Aetna cannot make payments for claims or Services if it violates a financial sanction regulation. This includes sanctions related to a blocked person or a country under sanction by the United States, unless permitted under a written office of Foreign Assets Control (OFAC) license.

- (G) **Waiver** - No delay or failure of either party in exercising any right under this Agreement shall be deemed to constitute a waiver of that right.
- (H) **Third Party Beneficiaries** - There are no intended third party beneficiaries of this Agreement.
- (I) **Severability** – If any provision of this Agreement or the application of any such provision to any person or circumstance shall be held invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement and all other conditions and provisions of this Agreement shall nevertheless remain in full force and effect.
- (J) **Entire Agreement; Order of Priority** - This Agreement, and the accompanying HIPAA business associate agreement, constitutes the entire understanding between the parties with respect to the subject matter of this Agreement, and supersedes all other agreements, whether oral or written, between the Parties.
- (K) **Amendment** – No modification or amendment of this Agreement will be effective unless it is in writing and signed by both Parties, except that a change to a party's address of record as set forth in section 18(C) (Communications) may be made without being countersigned by the other party.
- (L) **Taxes** – The Customer shall be responsible for any sales, use, or other similarly assessed and administered tax (and related penalties) incurred by Aetna by reason of Plan benefit payments made or Services performed hereunder, and any interest thereon. Additionally, if Aetna makes a payment to a third party vendor at the request of the Customer, Aetna will assume the tax reporting obligation, such as Form 1099-MISC or other applicable forms.
- (M) **Assignment** - This Agreement may not be assigned by either party without the written approval of the other party. The duties and obligations of the parties will be binding upon, and inure to the benefit of, successors, assigns, or merged or consolidated entities of the parties.
- (N) **Survival** - Sections 5, 8 through 13 and 17(D) shall survive termination of the Agreement.
- (O) **Scope of Services** - Aetna agrees to provide all products and services for the Purchase in accordance with Section 3, Standard of Care, and the project Scope of Services made part of this Agreement as Exhibit 1, attached hereto and incorporated herein. Aetna shall comply strictly with all of the terms and conditions of Solicitation No. RFP170082LKD, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement. Aetna's response to Solicitation No. RFP170082LKD is also deemed incorporated into this Agreement. The order of precedence shall be: 1) this Agreement; 2) Solicitation No. RFP170082LKD; 3) Aetna's response to Solicitation No. RFP170082LKD.



The parties are signing this agreement as of the date stated in the introductory clause.

**WITNESS:**

**AETNA LIFE INSURANCE COMPANY**

Signed By: [Signature]  
Print Name: Rosa Christie

Signed By: [Signature]  
Print Name: Catherine Aguirre  
Title: MARKET HEAD, Florida  
Date: Dec 15 / 2018

**LEE COUNTY BOARD OF COUNTY COMMISSIONERS  
OF LEE COUNTY, FLORIDA**

BY: [Signature]  
CHAIR  
DATE: 7/19/18

Vice

**ATTEST:**

CLERK OF THE CIRCUIT COURT

Linda Doggett, Clerk

BY: [Signature]  
**DEPUTY CLERK**



**APPROVED AS TO FORM FOR THE RELIANCE OF LEE COUNTY  
ONLY:**

BY: [Signature]  
OFFICE OF THE COUNTY ATTORNEY

*[Faint, illegible text]*



CLERK

*[Handwritten signature]*

18 JUN 19 AM 10:41

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**GENERAL ADMINISTRATION SCHEDULE  
TO THE  
MASTER SERVICES AGREEMENT-881673  
EFFECTIVE January 1, 2018**

This General Administration Schedule describes certain of the Services to be performed by Aetna for the Customer pursuant to the Agreement. The Services described in this schedule apply generally to any medical, dental, pharmacy and behavioral health Plans that are subject to the Agreement. Terms used but not otherwise defined in this schedule shall have the meaning assigned to them in the Agreement.

**1. CLAIM SERVICES:**

- (A)** Aetna shall process claims for Plan benefits incurred on or after the Effective Date using Aetna's normal claim determination, payment and audit procedures and applicable cost control standards in a manner consistent with the terms of the Plan(s), any applicable provider contract, and the Agreement. Aetna shall issue a payment of benefits and related charges on behalf of the Customer in accordance with section 5 of the Agreement, for such benefits and related charges that are determined to be payable under the Plan(s). With respect to any claims that are denied on behalf of the Customer, Aetna shall notify the Plan Participant of the denial and of the Plan Participant's right of review of the denial in accordance with applicable law.
- (B)** Where the Plan contains a coordination of benefits clause or antiduplication clause, Aetna shall administer all claims consistent with such provisions and any information concurrently in its possession regarding duplicate or primary coverage. Aetna shall have no obligation to recover sums owed to the Plan by virtue of the Plan's rights to coordinate where the claim was incurred prior to the Effective Date. Aetna has no obligation to bring actions based on subrogation or lien rights, unless the Customer has elected Aetna's subrogation services as indicated in the Service and Fee Schedule.
- (C)** In circumstances where Aetna may have a contractual, claim or payment dispute with a provider, the settlement of that dispute with the provider may include a one-time payment in settlement to the provider or to Aetna, or may otherwise impact future payments to providers. Aetna, in its discretion, may apportion the settlement to self-funded customers, either as an additional service fee from, or as a credit to, the Customer, as may be the case, based upon specific applicable claims, proportional membership or some other allocation methodology, after taking into account Aetna's cost of recovery. The Customer shall remain liable after termination of the Agreement, for their portion of any settlement payments arising from claims paid while an active customer.

**2. MEMBER SERVICES:**

Aetna shall establish and maintain one or more service centers, responsible for handling calls and other correspondence from Plan Participants with respect to questions relating to the Plan and Services under the Agreement.



### **3. PLAN SPONSOR SERVICES:**

- (A)** Aetna shall assign an experienced Account Management Team to the Customer's account. This team will be available to assist the Customer in connection with the Services provided under the Agreement.
- (B)** Aetna shall design and install a benefit-account structure separately by class of employees, division, subsidiary, associated company, or other classification reasonably requested by the Customer.
- (C)** Aetna shall assist the Customer in connection with the design of the Customer's Plan, including actuarial and underwriting support reasonably requested by the Customer, provided that the Customer shall have ultimate responsibility for the content of the Plan and compliance with law in connection therewith.
- (D)** Aetna shall make employee identification cards available to Plan Participants. Upon request, Aetna will arrange for the custom printing of identification cards, with all costs borne by the Customer.
- (E)** Upon request of the Customer, Aetna shall provide the Customer with information reasonably available to Aetna relating to the administration of the Plans which is necessary for the Customer to prepare reports that are required to be filed with the United States Internal Revenue Service and Department of Labor.
- (F)** Aetna shall provide the following reports to the Customer for no additional charge:
  - (1) Monthly/Quarterly/Annual Reports - Aetna shall prepare the following reports in accordance with the benefit-account structure for use by the Customer in the financial management and administrative control of the Plan benefits:
    - (a) a monthly listing of funds requested and received for payment of Plan benefits;
    - (b) a monthly reconciliation of funds requested to claims paid within the benefit-account structure;
    - (c) a monthly listing of paid benefits;
    - (d) online access to monthly, quarterly and annual standard claim analysis reports; and
    - (e) if applicable, monthly, quarterly, or annual HealthFund product reports for customers with at least 100 enrolled lives in each HealthFund to be used for the financial evaluation and management of each HealthFund plan.
  - (2) Annual Accounting Reports - Aetna shall prepare standard annual accounting reports detailing product specific financial and plan information including enrollment fees and/or rates for each Agreement Period.
  - (3) Annual Renewal Reports – Aetna shall prepare standard annual renewal reports detailing product specific financial and plan information, including enrollment fees and/or rates for each Agreement Period.

Any additional reporting formats and the price for any such reports shall be mutually agreed upon by the Customer and Aetna.
- (G)** Upon request of the Customer, for no additional charge, Aetna shall provide either of the following services in support of the preparation of Plan descriptions:

- (1) Prepare an Aetna standard Plan description, including descriptions of benefit revisions; or
- (2) Review the Customer-prepared employee Plan descriptions, subject to the Customer's final and sole authority regarding benefits and provisions in the self-insured portion of the Plan.

Upon request of the Customer, Aetna shall prepare a non-standard Plan description, provided the Customer must agree in advance to reimburse Aetna for the costs of that work. If the Customer requires both preparation (1) and review (2), Aetna may require an additional charge.

- (H) Upon request of the Customer, Aetna will arrange for the printing of Plan descriptions, with all costs borne by the Customer.
- (I) Upon request of the Customer, if applicable, Aetna will provide assistance in connection with the preparation of the Customer's draft Summaries of Benefits and Coverage (SBCs). Aetna may charge an additional fee for such request.
- (J) The Customer acknowledges that it has the responsibility to review and approve all Plan documents and SBCs, if applicable, and shall have the final and sole authority regarding the benefits and provisions of the Plan(s), as outlined in the Customer's Plan document. Aetna shall have no responsibility or liability for the content of any of the Customer's Plan documents, or SBC's, if applicable, regardless of the role Aetna may have played in the preparation of such documents.

#### 4. NETWORK ACCESS SERVICES

- (A) Aetna shall provide Plan Participants with access to Aetna's network hospitals, physicians and other health care providers ("**Network Providers**") who have agreed to provide services at agreed upon rates and who are participating in the applicable Aetna network covering the Plan Participants.
- (B) Contracted rates with Network Providers may be based on fee-for-service rates, case rates, per diems and in some circumstances, include performance-based contract arrangements, risk-adjustment mechanisms, quality incentives, pay-for-performance and other incentive and adjustment mechanisms. These mechanisms may include payments to physicians, physician groups, health systems and other provider organizations, including but not limited to organizations that may refer to themselves as accountable care organizations and patient-centered medical homes, in the form of periodic payments and incentive arrangements based on performance. Such payments may be more specifically described in an addendum to the Agreement. The details of such payment arrangements are available upon request. Retroactive adjustments are occasionally made to Aetna's contract rates. Retroactive adjustments may occur, for example, when the federal government does not issue cost of living data in sufficient time for an adjustment to be made on a timely basis, or because contract negotiations were not completed by the end of the prior price period or due to contract dispute settlements. In all cases, Aetna shall adjust the Customer's payments accordingly. The Customer's liability for all such adjustments shall survive the termination of the Agreement.
- (C) Aetna may contract with vendors who in turn are responsible for contracting with the providers who perform the health care services, and potentially for certain other services related to those providers such as claims processing, credentialing, and utilization management. Under some of these arrangements, the vendor bills Aetna directly for those services by its network of providers at the vendor's contracted rate with Aetna, and

Aetna pays the vendor for those services. In certain cases, the amount billed by the vendor to Aetna, paid pursuant to the plan, includes an administrative fee for delegated services by the vendor. As a result, the amount the vendor pays to the health care provider through the vendor's contract with the provider may be different than the amount paid pursuant to the Plan because the allowed amount under the Plan will be Aetna's contracted rate with the vendor, and not the contracted amount between the vendor and the health care provider.

- (D) Aetna reserves the right to set a minimum plan benefit design structure for in-area network claims to which the Customer must comply in order to access a particular Aetna network.
- (E) Aetna shall maintain an online directory containing information regarding Network Providers. Upon request and for an additional charge, Aetna shall provide the Customer with paper copies of physician directories.
- (F) Aetna makes no guarantee and disclaims any obligation to make any specific health care providers or any particular number of health care providers available for use by Plan Participants or that any level of discounts or savings will be afforded to or realized by the Customer, the Plan or Plan Participants.
- (G) Sutter Health and Affiliates, the dominant health system in much of northern California, uses its bargaining power to insist on unique requirements to participate in the Aetna network. Aetna's contract with Sutter requires payment of claims that might otherwise be denied, such as those not medically necessary or experimental or investigational (but does not require payment for services the Plan expressly excludes from coverage, such as for cosmetic surgery). Aetna will charge the Plan for these claims in order to be able to continue providing Plan Participants with access to Sutter's services on an in-network basis. Consult your SPD text to ensure that the description of Aetna's services accommodates such arrangements. Sutter also requires that the Customer agree to be bound by the terms of Aetna's contract with Sutter, including, but not limited to, the dispute resolution and binding arbitration provisions. The Customer agrees to be bound by the terms of the Sutter contract, including future amendments. The Customer may request a copy of the Sutter contract for its own use, upon completion of a confidentiality agreement. If a copy is furnished to the Customer, the Customer will hold the terms of the Sutter agreement in strict confidence in accordance with its confidentiality provisions.

## 5. CUSTOM NETWORKS

If Aetna is requested by the Customer to arrange for network services to be provided for Plan Participants in a geographic area where Aetna does not have a directly contracted network of providers, Aetna may contract with another network ("**non-Aetna network**") to provide the requested network services. With respect to the services provided by providers in the non-Aetna network ("**non-Aetna providers**"), the Customer acknowledges and agrees that, any other provisions of the agreement notwithstanding:

- (A) Aetna does not credential, monitor or oversee the providers or the administrative procedures or practices of any non-Aetna network;
- (B) No particular discounts may, in fact, be provided or made available by any particular providers;

**(C)** No performance guarantees appearing in the agreement shall apply to Services delivered by non-Aetna providers or networks; and

**(D)** Neither non-Aetna providers nor non-Aetna networks are to be considered contractors or subcontractors of Aetna.

The Customer further agrees that, if Aetna subsequently establishes its own contracted provider network in a geographic area where services are being provided by a non-Aetna network, Aetna may terminate the non-Aetna network contract, and begin providing services through a network that is subject to the terms and provisions of the agreement. The Customer acknowledges that such conversion may cause disruption, including the possibility that a particular provider in a non-Aetna network may not be included in the replacement network.

**MEDICAL  
SERVICE AND FEE SCHEDULE  
TO THE MASTER SERVICES AGREEMENT  
EFFECTIVE January 1, 2018**

The Service Fees and Services effective for the period beginning January 1, 2018 and ending December 31, 2020 are specified below. They shall be amended for future periods, in accordance with section 4 of the Agreement. Any reference to "Member" shall mean a Plan Participant as defined in the Agreement.

<b>Administrative Fees Per-Employee, Per-Month (PEPM)</b>		
<b>Initial Contract Period, January 1 2018 through December 31, 2020</b>	<b>Choice POS II</b>	<b>Open Access Aetna Select</b>
<b>Assumed Enrollment</b>	<b>1,201</b>	<b>2,949</b>
<b>Total Per-Employee, Per Month</b>	<b>\$30.93</b>	<b>\$30.93</b>
<b>Two 1-Year Renewal Periods</b>		
	<b>Choice POS II</b>	<b>Open Access Aetna Select</b>
<b>January 1, 2021 Total Per-Employee, Per-Month</b>	<b>\$31.86</b>	<b>\$31.86</b>
<b>January 1, 2022 Total Per-Employee, Per-Month</b>	<b>\$32.81</b>	<b>\$32.81</b>
<p><b>Our fees are based on the total number of employees enrolled in Aetna medical products.</b>  <b>Aetna also provides "fee holidays" of \$225,000 per year, in Years 2018 and 2019</b></p>		
<p><b>Please refer to the Financial Assumptions for a detailed description of the services, terms, and conditions associated with our self-funded proposal.</b></p>		
<p><b>We have provided a three year fee guarantee from January 1, 2018 through December 31, 2020 for the self-insured coverages included in this proposal. The first three year fees are guarantee according to the per employee, per month fees as illustrated on the fee exhibit. The fourth-year fee will increase over the third-year fee by 3 percent and the fifth-year fee will increase over the fourth-year fee by 3 percent.</b></p>		
<b>Included Services / Programs in Above Administrative Fees</b>	<b>Choice POS II</b>	<b>Open Access Aetna Select</b>
<b>General Administration</b>		
<b>Experienced Account Management Team</b>	<b>Included</b>	<b>Included</b>
<b>Designated billing, eligibility, plan set up, underwriting and drafting services</b>	<b>Included</b>	<b>Included</b>

Review or draft plan documents	Included	Included
Aetna Full Claim Fiduciary	Included	Included
Aetna provides external review	Included	Included
\$150,000 Wellness Allowance	Included	Included
\$50,000 Pre-Implementation Audit for Medical ASO - Year 1 Only	Included	Included
\$25,000 Pre-Implementation Audit for Pharmacy	Included	Included
\$20,000 Communication Budget Unlimited for January 1, 2018 – June 30, 2018	Included	Included
Enhanced Wellness Package	Included	Included
Onsite Wellness Coordinator	Included	Included
Onsite Customer Service Representative	Included	Included
<i>Banking Information</i>		
Wire transfer when checks Cleared	Included	Included
ACH drawdown by Aetna	Included	Included
Claim funding requests: Standard >\$20,000	Included	Included
<i>Member and Claim Services</i>		
Claim Administration	Included	Included
Member Services	Included	Included
Aetna Voice Advantage	Included	Included
Plan Sponsor Liaison	Included	Included
<i>Network Information</i>		
Network Access / Full National Reciprocity	Included	Included
<i>Care Management</i>		
Utilization Management Concurrent Review	Included	Included
Utilization Management Discharge Planning	Included	Included
Utilization Management Retrospective Review	Included	Included
Aetna Compassionate Care <sup>SM</sup> Program (ACCP)	Included	Included
National Medical Excellence <sup>®</sup>	Included	Included
Aetna Health Connections <sup>SM</sup> Disease Management	Included	Included
MedQuery <sup>®</sup> with physician messaging	Included	Included
Personal Health Record	Included	Included
Beginning Right <sup>SM</sup> Maternity Program	Included	Included
Informed Health <sup>®</sup> Line - 24-hour Nurseline 1-800 #	Included	Included

Aetna Healthy Actions	Included	Included
Simple Steps To A Healthier Life <sup>®</sup> - Health Assessment	Included	Included
<b>Behavioral Health</b>		
Managed Behavioral Health	Included	Included
Behavioral Health Condition Management – Basic	Included	Included
<b>Web Tools</b>		
DocFind <sup>®</sup> (online provider directory)	Included	Included
Aetna Navigator <sup>®</sup> - Member Self Service Web	Included	Included
Web-Chat Technology - Virtual Assistant Ann	Included	Included
Online Programs	Included	Included
Health Decision Support – Basic	Included	Included
<b>Reporting</b>		
Aetna Health Information Advantage <sup>™</sup>	Included	Included
e.Plan Sponsor Monitor <sup>™</sup> - Level B Reporting (Standard Quarterly Utilization Reports)	Included	Included
Monthly Financial Claim Detail Reports	Included	Included
3rd Party Stop Loss Reporting, if applicable	Included	Included
Medical Universal Claim File - Monthly	Included	Included
Pharmacy Universal Claim File - Monthly	Included	Included
Aetna Info MDCR Subsidy Reporting	Included	Included
Monthly Banking Reports	Included	Included
<b>Aetna Discount Program</b>		
at home products, books, fitness, hearing, national products and services, oral health care, vision, weight management	Included	Included
Claim Wire Billing	<i>Charged through the Claim Wire</i>	
Enhanced Clinical Review	\$0.60 per-member, per-month	
Subrogation	<i>30% of recovered amount will be retained</i>	
National Advantage <sup>™</sup> Program	<i>40% of savings will be retained</i>	
Itemized Bill Review	<i>40% of savings will be retained</i>	
Facility Charge Review Fixed Determination	<i>40% of savings will be retained</i>	
Overpayment Recovery Services	<i>40% of savings will be retained, or applicable recovery fees</i>	

For purposes of this section, Aetna may be referred to using 'we', 'our' or 'us' and Customer may be referred to using 'you' or 'your'.

### **Fee Guarantee Period**

- We have provided a 3 year fee guarantee from January 1, 2018 through December 31, 2020 for the self-funded coverages included in this proposal. The first three year fees are guaranteed according to the per employee, per month fees as illustrated on the Fee Schedule exhibit. We guarantee that the fourth year fee will not increase over the third year fee by more than 3.0%. Also, we guarantee that fifth year fee will not increase over the fourth year fee by 3.0%.

### **Underwriting Caveats**

Your pricing takes into account all of the multiple products, programs and services included in this proposal. We also assume the quoted products, programs and services will be in effect for the full 12 months of the plan year. Since many of our products, programs and services have startup costs, shut down costs and staffing implications, we require notice to properly terminate before the plan year ends in accordance with the Termination provision in your Agreement. Otherwise, you may be charged for the cost until that notice is met.

If any of the changes outlined below occur, we may recalculate your guaranteed fees, using the Guarantee Period formulas. If this happens, you'll be required to pay any difference between the fees collected and the new fees calculated back to the start of the Guarantee Period.

During the Guarantee Period we may recalculate:

1. If, for any product:
  - a. There is a 15 percent decrease in the number of enrolled employees for all commercial medical products combined from our enrollment assumptions or from any subsequently reset enrollment assumptions.
  - b. The member-to-employee ratio increases by more than 15 percent. We have assumed a member-to-employee ratio of:
    - 2.19 POS II
    - 2.17 Open Access Aetna Select
2. A material change in the plan of benefits is initiated by you or by legislative or regulatory action.
3. A material change in the claim payment requirements or procedures, claim fiduciary option, account structure, or any other change materially affecting the manner or cost of paying benefits is initiated by you or by legislative or regulatory action.
4. You change or terminate the National Advantage™ Program (NAP), Fixed Determination Facility Charge Review (FCR) programs.
5. There are any changes to the Aetna programs and services offered to you.
6. You terminate any of our other products not addressed within this financial package including, but not limited to Medical Pharmacy products.



7. You place the products, programs and services included in this multi-year fee guarantee out to bid with an effective date prior to January 1, 2022 (end of multi-year guarantee period), then this guarantee is no longer valid.
8. Legislation, regulation or requests of government authorities result in material changes to plan benefits, we reserve the right to collect any material fees, costs, assessments, or taxes due to changes in the law even if no benefit or plan changes are mandated.

## Allowance

- **Wellness Allowance** – We are including a wellness allowance of up to \$150,000. You can use this to pay for reasonable wellness-related programs or activities you received from third-party vendors incurred during the January 1, 2018 through December 31, 2018 plan year. This allowance may be used for programs or activities such as wellness fairs, biometric screenings, onsite flu vaccinations, etc. These funds will be available as of the effective date of the guarantee period. We will pay wellness-related expenses directly to the vendor only after you send us the proper documentation outlining the expenses you have incurred. Our preferred method of payment is directly to the vendor. Payment will be made once expenses are incurred and invoice(s) provided. In the event you request us to reimburse you directly, we may agree to do so on an exception basis. In the event the exception is granted, we will require you to submit to us detailed paid receipts from the vendor. Documentation must be submitted within 60 days following the close of the plan year, otherwise you forfeit the funds. Expenses must be for wellness-related programs or activities that are designed to promote the health and wellbeing of plan participants, or to educate participants about healthy lifestyles and choices. Acceptable documentation includes, but is not limited to:
  - Vendor invoice(s) summarizing level of work completed, hourly rate and hours spent; and
  - Invoices or other documentation summarizing any other miscellaneous expenses incurred (such as travel and other business expenses related to service rendered)

A wellness allowance of up to \$150,000 is available in both the second and third Guarantee Periods. Please note, the allowance of \$150,000 is available for each year and is forfeited at the end of each year if not fully utilized (it does not get rolled over for a cumulative amount).

We assume the funding of any wellness budget is either at the request of your Plan Administrator acting in their fiduciary capacity to your Plan or for the exclusive benefit of your Plan. Any wellness-related allowance amounts we pay you directly to offset or reimburse you for any expense or costs you reimbursed a vendor for directly, must comply with these conditions. We suggest you seek appropriate accounting and legal counsel for all payments to ensure they comply with applicable accounting principles and law.

- **Implementation Allowance** – We are including a pre-implementation audit allowance of up to \$50,000 as requested for a pre-implementation audit conducted by Lee County Board of County Commissioner’s consultant. These funds will be available as of the effective date of the period. We will pay implementation-related expenses directly to the vendor once Lee County Board of County Commissioners sends us the invoice(s) outlined the expenses incurred. Invoices must be submitted before December 31, 2018 otherwise Lee County Board of County Commissioners forfeits the funds.

**Communication Allowance** – We are including an unlimited communication allowance for the first six months of the contract, and an annual communication allowance of up to \$20,000 thereafter. You can use this to pay for reasonable communication-related expenses incurred during the first Guarantee Period. These funds will be available as of the effective date of the guarantee period. We will pay communication-related expenses directly to the vendor only after you send us the proper documentation outlining the expenses you have incurred. Our preferred method of payment is directly to the vendor. Payment will be made once expenses are incurred and invoice(s) provided. In the event you request us to reimburse you directly, we may agree to do so on an exception basis. In the event the exception is granted, we will require you to submit to us detailed paid receipts from the vendor. Documentation must be submitted within 60 days following the close of the plan year, otherwise you forfeit the funds. Acceptable documentation includes, but is not limited to:

- Vendor invoice(s) summarizing level of work completed, hourly rate and hours spent; and
- Invoices or other documentation summarizing any other miscellaneous expenses incurred (such as travel and other business expenses related to service rendered)

A communication allowance of up to \$20,000 is available in both the second and third Guarantee Periods. The allowance is forfeited at the end of each year if not fully utilized (it is not rolled over for a cumulative amount).

We assume the funding of any communication budget is either at the request of your Plan Administrator acting in their fiduciary capacity to your Plan or for the exclusive benefit of your Plan. We suggest you seek appropriate accounting and legal counsel for all payments to ensure they comply with applicable accounting principles and law

## Late Payment

If you do not provide funds on a timely basis to cover benefit payments and/or fail to pay service fees on a timely basis as outlined in the Agreement, we will assess a late payment charge. The current charges are:

- late funds to cover benefit payments (e.g., late wire transfers after 24-hour request): 12 percent annual rate
- late payments of service fees after 45 day grace period: 12 percent annual rate

We reserve the right to collect any incurred late payment charges through the claim wire on a monthly basis provided there is no other special payment arrangements in-force to fund any incurred late payment charges. You will be notified by us in writing to obtain approval prior to billing any late payment charges through claim wire.

We will notify you of any changes in late payment interest rates. The late payment charges described in this section are without limitation to any other rights or remedies available to us under the Agreement or at law or in equity for failure to pay.

**MEDICAL SERVICES SCHEDULE  
TO THE  
MASTER SERVICES AGREEMENT  
EFFECTIVE January 1, 2018**

Subject to the terms and conditions of the Agreement, the medical Services available from Aetna are described below. Unless otherwise agreed in writing, only the Services selected by the Customer in the Service and Fee Schedule (as modified by Aetna from time to time pursuant to section 4, Service Fees, of the Agreement) will be provided by Aetna. Additional Services may be provided at the Customer's written request under the terms of the Agreement. This Schedule shall supersede any previous document(s) describing the Services.

Some programs are available to Plan Participants and other eligible employees as determined by Customer not otherwise covered under products provided under this Agreement ("**Employee**").

**I. CLAIM FIDUCIARY**

The Customer and Aetna agree that with respect to applicable state law, Aetna will be the "appropriate named fiduciary" of the Plan for the first two levels of appeal for purpose of reviewing denied claims under the Plan. The Customer understands that the performance of such fiduciary duties under applicable state law necessarily involves the exercise of discretion on Aetna's part in the determination and evaluation of facts and evidence presented in support of any claim or appeal. Therefore, and to the extent not already implied as a matter of law, the Customer hereby delegates to Aetna discretionary authority to determine initial entitlement to benefits under the applicable Plan documents for each claim received, including discretionary authority to determine and evaluate facts and evidence, and discretionary authority to construe the terms of the Plan. The Customer shall be the "appropriate named fiduciary" of the Plan for the final voluntary level of appeal conducted by the Customer.

**II. EXTERNAL REVIEW**

The external review process will be conducted by an independent clinical reviewer with appropriate expertise in the area in question. External Review shall be available for certain "Adverse Benefit Determinations" as defined in 29 CFR 2560.503-1 as amended by 26 CFR 54.9815-2719. It shall also be available for eligible "Final Internal Adverse Benefit Determinations", which is an eligible Adverse Determination that has been upheld by the appropriate named fiduciary (Aetna) at the completion of the internal review process or an Adverse Benefit Determination for which the appeal process has been exhausted. The External Review process shall meet the standards of the Federal Affordable Care Act and utilize a minimum of three accredited Independent Review Organizations. Independent reviewers conduct a de novo review of the information provided to them as part of the External Review process. Both Aetna and Customer acknowledge that neither Plan Participants nor providers will be penalized for exercising their right to an External Review.

The Customer delegates the sole discretionary authority to make the determination regarding the eligibility for external review, under the Plan, to Aetna. If an appeal is denied through the final level of internal appeal, Aetna will determine if it is eligible for ERO. Then Aetna will inform the Plan Participant of the right to appeal through ERO. If

the appeal is upheld, Aetna will inform the Plan Participant the reason for the denial. If the appeal is not eligible for ERO, Aetna will inform the Plan Participant of the reasons for the ineligibility.

The Customer acknowledges that the Independent Review Organizations that make the external review decisions are independent contractors and not agents or employees of Aetna, and that Aetna is not responsible for the decision of the Independent Review Organization.

To assist in conducting such external reviews, the Customer agrees to provide Aetna with the current Plan documents, and any revised, amended, or updated versions no later than the date of any revisions, amendments, or updates.

### **III. ADDITIONAL AUDIT GUIDELINES**

Aetna is not responsible for paying Customers' audit fees or the costs associated with an audit. Aetna will bear its own expenses associated with an audit; provided (i) the on-site portion of the audit is completed within five days, and (ii) the sample size is no more than 250 claims. Aetna will notify the Customer prior to the audit, if an audit request would require an additional payment from the Customer for any audits in excess of the aforementioned thresholds.

### **IV. CARE MANAGEMENT SERVICES**

#### **1. Utilization Management**

##### **a. Inpatient and Outpatient Precertification:**

A process for collecting information prior to an inpatient confinement (Inpatient Precertification) or selected ambulatory procedures, surgeries, diagnostic tests, home health care and durable medical equipment (Outpatient Precertification). The precertification process permits eligibility verification/confirmation, initial determination of coverage, and communication with the physician and/or Plan Participant in advance of the provision of the procedure, service or supply at issue. Outpatient precertification is not applicable to Indemnity or PPO Products.

##### **b. Concurrent Review:**

Concurrent review encompasses those aspects of patient management that take place during the provision of services at an inpatient level of care or during an ongoing outpatient course of treatment. The concurrent review process includes obtaining information regarding the care being delivered; assessing the clinical condition, providing benefit determination, identifying continuing care needs to facilitate appropriate discharge plans, and identifying Plan Participants for other specialty programs such as Case Management or Disease Management.

##### **c. Discharge Planning:**

This is an interdisciplinary process that assists Plan Participants as their medical condition changes and they transition from the inpatient setting. Discharge planning may be initiated at any stage of the patient management process. Assessment of potential discharge planning needs begins at the time of notification, and coordination of discharge plans commences upon identification of post discharge needs during precertification or concurrent review. This program may include evaluation of alternate care settings and identification of care needed after discharge. The goal is to provide continuing quality of care and to avoid delay in discharge due to lack of outpatient support.

**d. Retrospective Review:**

Retrospective review is the process of reviewing coverage requests for initial certification after the service has been provided or when the Plan Participant is no longer in-patient or receiving the service.

Retrospective review includes making coverage determinations for the appropriate level of service consistent with the Plan Participant's needs at the time the service was provided after confirming eligibility and the availability of benefits within the Plan Participant's benefit plan.

Not all services are subject to utilization management. Aetna maintains the discretion as to the particular level and intensity of these utilization management programs. The services subject to utilization review may vary from time to time.

**2. Case Management Programs:**

The Aetna Case Management program is a collaborative process of assessment, planning, facilitation and advocacy for options and services to meet an individual's health needs in accordance with the Plan through communication and available resources to promote quality, cost-effective outcomes.

Those Plan Participants with diagnoses and clinical situations for which a specialized nurse, working with the Plan Participant and their physician, can make a material impact to the course or outcome of care and/or reduce medical costs will be accepted into the program at Aetna's discretion. Case management staff strives to enhance the Plan Participant's quality of life, support continuity of care, facilitate provision of services in the appropriate setting and manage cost and resource allocation to promote quality, cost-effective outcomes in accordance with the Plan. Case Managers collaborate with the Plan Participant, family, caregiver, physician and healthcare provider community to coordinate care, with a focus on closing gaps in the Plan Participant's care.

Aetna targets two types of case management opportunities:

- Complex Case Management targets Plan Participants who have already experienced a health event and are likely to have care and benefit coordination needs after the event. The objective for Case Managers is to identify care or benefit coordination needs which lead to faster or more favorable clinical outcomes and/or reduced medical costs.
- Proactive Case Management targets Plan Participants, from Aetna's perspective, who are misusing, over-using or under-utilizing the health care system, leading them towards avoidable and costly health events. This program's objective is to confirm gaps in Plan Participants' care leading to their over-use, misuse, or under-use, and to work with the Plan Participant and their physician to close those gaps.

Case management programs can vary based on the level of advocacy and overall intensity of the programs. The variation is determined by the changing the thresholds by which Plan Participants are identified for outreach.

The various case management program options include:

- Aetna Flexible Medical Model<sup>SM</sup> - This program provides the Customer with the option to purchase more clinical resources devoted specifically to their Plan Participants. The Flex Model provides a Single Point of Contact Nurse (SPOC Nurse) and designated team to handle all case management activities for three levels of Flex Model Options, as elected. This team will engage in outbound Plan Participant outreach calls to provide case management support based on specific criteria. Each Flexible Medical Management option provides an increase in member engagement and outreach.

- **Dedicated Units, Designated Units and Care Advocate Teams** - These services were created to help coordinate care, support and resources for Plan Participants under one Care Unit.
  - Aetna's Dedicated Unit provides centralized care management services for pre-certification, utilization management and Case Management.
  - Aetna's Designated Unit is a unit team that provides centralized care management services for pre-certification, utilization management, and Case Management for a specific set of Customers, and
  - Aetna's Care Advocate Team has customized workflows based on the Customer's needs, vendor integration, specialized outreach, and program integration. The Care Advocate Team will:
    - Help the Plan Participant understand their doctor's diagnosis and treatment plan
    - Coordinate care across all Aetna programs to help the Plan Participant to optimize use of Aetna programs,
    - Help the Plan Participant decide what questions to ask the doctor or health care provider,
    - Introduce the Plan Participant to a disability specialist if they need to file a disability claim
    - Support the Plan Participant throughout their treatment and recovery by making follow-up calls and helping them get the support they need.

These services are the basis for National Accounts Targeted Care Solutions and Custom Case Management Solutions.

### 3. **Aetna In Touch Care<sup>SM</sup> Programs:**

Aetna In Touch Care Program addresses chronic and acute conditions holistically, instead of through separate case management and disease management programs. This program supports Plan Participants with an integrated program experience for the Plan Participant. Aetna's In Touch Care is condition agnostic, provides a more holistic approach to care, and a higher level of engagement supporting Plan Participants with the most risk and the greatest opportunity for health impacts.

Aetna In Touch Care identifies Plan Participants based on assessing their clinical urgency, financial impact, and clinical impact. Based on this assessment, Plan Participants are then assigned to one of three program tracks: high, moderate, or low. Plan Participants would then be targeted for either one-on-one nurse support or through virtual support, providing the appropriate level of support when needed. Plan Participants targeted for one-on-one support will be assigned a single nurse point of contact providing a holistic approach to care. This single nurse model also assigns the same nurse to the other family members for support if needed.

Management interactions are tailored to match the Plan Participant's engagement preferences, such as online contact.

These services are the basis for National Accounts Aetna In Touch Care<sup>SM</sup> Solutions and Aetna In Touch Care<sup>SM</sup> Premier offerings.

### 4. **Specialty Case Management Programs:**

- **Aetna Compassionate Care<sup>SM</sup> Program ("ACCP")** - The Aetna Compassionate Care Program provides additional support to terminally ill Plan Participants and their families. It removes barriers to hospice and provides more choices for end-of-life care so that the Plan Participant is able to spend time with family and friends outside a hospital setting.

**ACCP Enhanced Hospice Benefits Package** - The enhanced hospice benefits package includes the following:



- The option for a Plan Participant to continue to seek curative care while in hospice
- The ability to enroll in a hospice program with a 12-month terminal prognosis
- The elimination of the current hospice day and dollar maximum plan limits
- Respite and bereavement services are included as part of the enhanced hospice benefits. The hospice services provided through a hospice regularly include these services and are coordinated by the hospice agency providing care and the Aetna nurse case manager who precertifies care for the Plan Participant. In addition, bereavement services are available through the Aetna Employee Assistance Program (“EAP”) for Customers without an EAP vendor.

Bereavement counseling shall be available to Plan Participants upon loss of a loved one, and to family and caregivers of a Plan Participant enrolled in ACCP following the death of such Plan Participant.

- **Infertility Case Management:** - Aetna operates two types of infertility programs:
  - Basic Infertility Program coordinates covered diagnostic services and treatment of the underlying medical causes of infertility, helps Plan Participants understand complex infertility treatments and helps control treatment costs through care coordination and patient education.
  - Infertility Case Management Program provides education and information resources for Plan Participants who are experiencing infertility. Depending on the plan selected, the program may guide eligible Plan Participants to a select network of infertility providers for covered or non-covered services. If the services are covered, Aetna's Infertility Case Management Unit issues any appropriate authorizations required under the Plan.

**5. National Medical Excellence Program®/Institutes of Excellence™ /Institutes of Quality®:**

The National Medical Excellence Program was created to help arrange for access to effective care for Plan Participants with particularly difficult conditions requiring transplants or complex cardiac, neurosurgical or other procedures, when the needed care is not available in a Plan Participant’s service area. The program utilizes a national network of experienced providers and facilities selected based on their volume of cases and clinical outcomes. The National Medical Excellence Program Unit provides specialized case management through the use of nurse case managers, each with procedure and/or disease-specific training. There are two networks:

- **The Aetna Institutes of Excellence (IOE)** transplant network was established to enhance quality standards and lower the cost of transplant care for Plan Participants. It is made up of a select group of hospitals and transplant centers that meet quality standards for the number of transplants performed and their outcomes, as well as access criteria for Plan Participants.
- **The Aetna Institutes of Quality (IOQ)** are a national network of health care facilities that are designated based on measures of clinical performance, access and efficiency for orthopedic, cardiac, and bariatric surgery. Bariatric surgery, also known as weight loss surgery, refers to various surgical procedures to treat people living with morbid or extreme obesity.

**6. Aetna Health Connections<sup>SM</sup> Disease Management:**

Aetna Health Connections Disease Management is an enhancement to Aetna’s medical/disease management spectrum, designed to engage the Plan Participant at the appropriate level of care, and assist the Plan Participant to close gaps in care in order to avoid complications, improve clinical outcomes and demonstrate medical cost savings.

While traditional disease management is focused on delivering education to Plan Participants about a specific chronic condition, Aetna Health Connections focuses on the entire person with specific interventions driven by the CareEngine® System, a patented, analytical technology platform that continuously compares individual patient information against widely accepted evidence-based best medical practices in order to identify gaps in care, medical errors and quality issues.

#### **7. MedQuery®**

The MedQuery program is a data-mining initiative, aimed at turning Aetna's data into information that physicians can use to improve clinical quality and patient safety. Through the program, Aetna's data is analyzed and the resulting information gives physicians access to a broader view of the Plan Participant's clinical profile. The data which fuels this program includes claim history, current medical claims, pharmacy, physician encounter reports, and patient demographics. Data is mined on a weekly basis and compared with evidence-based treatment recommendations to find possible errors, gaps, omissions (meaning, for example, that a certain accepted treatment regimens may be absent) or co-missions in care (meaning, for example, drug-to-drug or drug-to-disease interactions). When MedQuery identifies a Plan Participant whose data indicates that there may be an opportunity to improve care, outreach is made to the treating physician based on the apparent urgency of the situation. For customers who have elected to purchase MedQuery with member messaging feature, in certain situations outreach will be made directly to the Plan Participant by MedQuery, requesting that the Plan Participant discuss with their physician, specific opportunities to improve their care.

When available information reveals lack of compliance with a clinical risk, condition, or demographic-related recommendation for preventive care, a Preventive Care Consideration ("PCC") is generated. The PCC is a preventive/wellness alert sent to the Plan Participant electronically via the Plan Participant's Personal Health Record. Paper copies of a PCC, delivered via U.S. Mail, are also available as an additional purchase option.

#### **8. Personal Health Record:**

Personal Health Record ("PHR") is a collection of personal health information about an individual Plan Participant that is stored electronically. The PHR is designed so that the Plan Participant can maintain his or her own comprehensive health record. In a PHR developed by a health plan, health information is commonly derived from claims data collected during plan administration activities. Health information may be supplemented with information entered by the Plan Participant.

Aetna offers the Aetna CareEngine®-Powered PHR (for Customers who have elected this additional purchase option). The CareEngine-Powered PHR combines the basic functions of a PHR with a personalized, proactive, evidence-based messaging platform. The Plan Participant's PHR is pre-populated with health information from Aetna's claims system. Plan Participants can also input personal health information themselves. An online health assessment is available to facilitate the self-reporting process. The Aetna CareEngine-Powered PHR also offers personalized messaging and alerts based on medical claims, pharmacy claims, and demographic information, and lab reports.

**Member Health Engagement Plan ("MHEP")** offering aims to help Plan Participants better identify health opportunities and take action to improve their health and wellness. MHEP features include an enhanced Plan Participant specific "to-do" list, which includes personalized tasks unique to each Plan Participant's health status and needs, and a progress bar added to the "My Health Activities" page, which visually shows the percentage of

completed “to-do” list tasks. The progress bar is updated when evidence of action is collected from lab data, pharmacy claim data, medical claims data, or self-reported data.

#### **9. Beginning Right® Maternity Program:**

Through an intensive focus on prevention, early treatment and education, the Beginning Right Maternity Program provides women with the tools to help improve pregnancy outcomes and control maternity-care costs through a variety of services including: risk identification, care coordination by obstetrical nurses and board certified OB/GYNs, and Plan Participant support.

#### **10. Informed Health® Line:**

Informed Health Line (“IHL”) provides Employees with toll-free 24-hour/7 day telephonic access to registered nurses experienced in providing information on a variety of health topics. The nurses can contribute to informed health care decision-making and optimal patient/provider relationships through coaching and support. Informed Health Line has added the Healthwise® Video Library to enhance the Employees access to health information. The Employee can be sent links to health education videos from the Healthwise Video Library, via email.

The range of available service components options include:

- **Nurse Information line 1-800# Only.** This includes toll-free telephone access to the Informed Health Line.
- **Service Plus.** (optional additional purchase) Includes toll-free access to the Informed Health Line; introductory program announcement letter, reminder postcards mailed directly to Employee’s homes; and semi-annual activity utilization report.
- **Service Green** (optional additional purchase) IHL Service Green is an environmentally friendly version of the Service Plus option. It provides the same level of service and availability as Service Plus but instead of mailing postcards and reminders, email is used.
- **Optional Service Features.** (optional additional purchase) These features may be purchased in conjunction with the Service Plus or Service Green package and includes an additional introductory kit; and annual Plan Participant or Employee survey and comprehensive results report.

#### **11. Healthy Lifestyle Coaching:**

- **Healthy Lifestyle Coaching** – This program provides online educational materials, web-based tools and telephonic coaching interventions with a primary health coach. The program is designed to help Employees quit smoking, manage their weight, deal more effectively with stress and learn about proper nutrition and physical fitness. Support is provided through one-on-one telephonic coaching and group coaching. Additionally, Plan Participants or Employees can receive peer-to-peer support through clinically moderated online communities.
- **Healthy Lifestyle Coaching Lite** – This program provides online educational materials, web-based tools and group coaching interventions designed to help Employees quit smoking, manage their weight, deal more effectively with stress and learn about proper nutrition and physical fitness. Support is provided through group coaching. Additionally, Employees can receive peer-to-peer support through clinically moderated online communities
- **Healthy Lifestyle Coaching Tobacco Free** - This program provides support to Employees and dependents (18 and older) who want to stop using Tobacco. Employees work with a tobacco cessation specialist to examine the pros and cons of kicking the habit, set a quit date, understand the mental, physical and social aspects of using tobacco, develop strategies to overcome their urges and create a plan for staying tobacco free.
- **Healthy Weight** – This program drives employee engagement, encourages healthier lifestyle choices and helps create lasting behavioral changes. The program targets the risk factors associated with being overweight so Employees and their families can change before disease develops or complications arise.

**12. Simple Steps To A Healthier Life®:**

Aetna has developed an internet-based comprehensive management information resource, known as “Simple Steps To A Healthier Life” (the “**Simple Steps**”). Employees can access Simple Steps at [www.aetna.com](http://www.aetna.com), an online support tool which provides advice relating to disease prevention, condition education, behavior modification, and health promotion programs that may contribute to the health and productivity of Employees.

Simple Steps allows users to create a health assessment profile that generates personalized health reports. In addition to generating a health profile/assessment, Employees also have access to an action plan with links to personalized online health programs called Journeys®, offered through a relationship with RedBrick Health®. Through RedBrick Health, there is also an alternative health assessment option called RedBrick Compass™.

**13. Aetna Healthy Actions<sup>SM</sup>:**

Aetna Healthy Actions provides participation tracking for many of Aetna’s wellness and care management programs. The participation reports generated may be used for incentive administration. Customers can use the reports to provide their own incentives, which may be HSA deposits, payroll credits, premium reductions/credits, raffles, etc. Additionally, Aetna can provide incentive administration through gift cards and credits to Employee’s Health Reimbursement Arrangements (HRAs) and Health Incentive Credit (HIC) accounts.

**14. Get Active<sup>SM</sup> Program:**

Get Active is an evidence-based Employee health and wellness program that focuses on bringing employees together on teams to pursue healthy lifestyles. The program takes the form of a company-wide, multi-week exercise, walking, and weight loss competition that promotes friendly competition, group support, and camaraderie in the workplace. The site also allows for the ability to create personal challenges (exercise, sports, nutrition, smoking cessation, relaxation, etc.), find activity partners, form health-related interest groups (e.g. healthy cooking club, lunch-time walking group), and share fitness plans with colleagues.

**15. Enhanced Clinical Review:**

This radiology program is designed, through a clinical prior authorization process, to promote appropriate and effective use of outpatient diagnostic imaging services and procedures. Aetna will provide these services nationally and/or regionally, and interact with, free-standing radiology and/or outpatient network facilities that provide the following services: Computed Tomography/Coronary Computed Tomography Angiograph (CT/CTA), Magnetic Resonance Tomography, Magnetic Resonance Angiography (MRIs/MRAs), Nuclear Medicine and Positron Emission Tomography (PET) and/or PET/CT Fusion, Stress Echocardiography (Stress Echo), and Diagnostic Cardiac Catheterization, Sleep Studies and Cardiac Rhythm Implantable procedures (Pacemakers, Implantable Cardioverter-Defibrillators, and Cardiac Resynchronization Therapy). The Enhanced Clinical Review program will typically be administered through relationships with third parties.

**16. Newtopia**

Aetna has partnered with Newtopia, to provide a high-touch, personalized health program to Employees and eligible dependents, which is focused on obesity and reducing an individual’s metabolic syndrome risk factors. The program includes a genetic saliva testing for 3 genes (unless prohibited by state law) related to obesity,

appetite and eating behavior. The program is tailored to the individual's genetic profile and health assessment, and is paired with live coaching (either online or via phone) to motivate and engage the individual.

**17. Aetna Oncology Solutions<sup>SM</sup>**

The Aetna Oncology Solutions program works with medical oncologists/hematologists, either directly or through a vendor relationship, to identify factors that can make cancer care more effective, more affordable and safer for the Plan Participant. Plan Participants utilize providers who use tools and technology (data analysis and decision-support tools) to assist them with treatment using the most current medical guidelines and drug therapies considered to be best practices.

**V. BEHAVIORAL HEALTH SERVICES**

**1. Managed Behavioral Health:**

A set of services that includes both inpatient and outpatient care management.

- Inpatient Care Management provides phone-based utilization review of inpatient behavioral health (mental health and chemical dependency) admissions intended to contain confinements to appropriate lengths, assure medical necessity and appropriateness of care, and control costs. Inpatient Care Management provides precertification, concurrent review and discharge planning of inpatient behavioral health admissions. These services also include identification of Plan Participants for referral to a Behavioral Health Condition Management program.
- Outpatient Care Management includes precertification on a limited number of selected services. Where precertification is required, the request for services is reviewed against a set of criteria established by clinical experts and administered by trained staff, in order to determine coverage of the proposed treatment. Where precertification is not required, cases are identified for Outpatient Case Management through the application of clinical algorithms.

**2. Behavioral Health Condition Management**

The Aetna Behavioral Health Condition Management program identifies and engages Employees diagnosed with high-risk acute and chronic behavioral health conditions. Employees enrolled in the program get support with behavior change to improve overall functioning and wellness, which keeps them involved in and compliant with their treatment. The program promotes active collaboration and coordination of everyone involved in the Employee's medical and behavioral health care, including providers, family, friends and other Aetna clinical programs.

Base Level Program (Embedded) - Triggers include: high cost claimants, re-admissions, and multiple diagnoses/co-morbidities.

High Level Program (Optional)

This option includes quarterly utilization reports. Triggers include: base embedded triggers plus, medical or behavioral health diagnosed conditions, inpatient admission, emergency room (“ER”) visits for behavioral health.

### 3. **AbilTo**

AbilTo performs outreach, on behalf of Aetna, to offer Plan Participants with certain medical conditions or those going through certain life changes, an alternative treatment setting. Outreach is made to offer behavioral health support to Plan Participants using web-based videoconferencing, online interface or telephone support, instead of a face-to-face office visit. AbilTo provides condition-specific, structured, fixed duration support. AbilTo is an in-network provider and its clinical team consists of therapists and behavioral health coaches. Each web-based videoconferencing session, online interface or telephone support session, is subject to Plan terms applicable to a behavioral health office visit, including cost share, deductible, etc.

## VI. **TECHNOLOGY/WEB TOOLS**

### 1. **DocFind®**

Aetna's online participating provider directory--updated daily -- that anyone can use to locate network physicians and other health care providers such as dentists, optometrists, hospitals and pharmacies.

### 2. **Aetna Navigator®**

Aetna Navigator is a secure Employee website that can be used as an online resource for personalized health and financial information.

### 3. **Web-Chat Technology – Virtual Assistant Ann**

Aetna’s virtual assistant, nicknamed Ann, assists Plan Participants with the Aetna Navigator registration process, log in questions, or assists those who have forgotten their user name or password.

### 4. **Health Decision Support:**

Health Decision Support provides educational support so Employees can better understand their conditions and treatment options, including tests, procedures and surgery. This helps Employees make more informed decisions for their health care.

Health Decision Support has two options for customers. Both options offer programs for treatment, procedure and surgery decision support.

- **Basic** -- Offers 30 programs. It is available to all Aetna Navigator® registered users at no additional cost to customers or employees.
- **Premium** – (optional additional purchase) Offers over 200 programs and plan sponsor-specific engagement reporting. Aetna Healthy Actions<sup>SM</sup> incentive tracking is available for program completion in the premium option.

### 5. **Metabolic Health in Small Bytes:**

Metabolic Health in Small Bytes is a program promoting metabolic syndrome risk reduction and reversal. This program targets the root cause of obesity by using a holistic approach (mental, emotional, and physiological) to help Employees identify underlying reasons for their weight and what barriers may exist which impede weight

loss. This program was created through a collaborative effort with Aetna, Duke Diet and Fitness, Duke Integrative Medicine and eMindful.

#### 6. **iTriage®**

iTriage is a mobile decision support tool that is designed to increase in-network usage by Plan Participants and assist employers in managing health care costs, while providing employees with a range of appropriate treatment options. It is designed to assist Plan Participants answer the three most common medical questions: *What could be wrong?; Where can I go for treatment?; Where can I go according to my plan?* It is a unique symptom-to-provider pathway that helps Plan Participants search symptoms, conditions, and treatment options and helps them determine the most appropriate level of care in or out of their Aetna provider network.

Customer Requirements:

- Customer will be responsible for coordinating the marketing of the iTriage application to their employees for adoptions, including communicating iTriage marketing materials to employees.
- If Customer Co-Branding is included, Customer shall provide Aetna with two forms of their logo (one for use with a dark background, and another for use with a light background) in vector format no later than 30 days prior to the iTriage launch date, or as mutually agreed by the Parties. Failure to do so may result in delay in implementation.
- Customer must provide all input and materials reasonably necessary for implementation of any customizations, if applicable, no later than 30 days prior to the iTriage launch date, or as mutually agreed by the Parties. Failure to do so may result in delay in implementation.

#### 7. **NeoCare Solutions<sup>SM</sup>**

Aetna, through its subsidiary Healthagen, LLC, ("**Healthagen**") will provide a consumer application, NeoCare Solutions (the "**Application**") to Employees whose infants have been admitted to a Neonatal Intensive Care Unit ("**NICU**"). The Application will include tools, content, and access to a Nurse Coach via phone or tablet device, to better engage Employee parents of NICU children and enable them to be more involved in the infant's care. A "Nurse Coach" is a Healthagen-employed, Aetna-employed, or independently contracted resource made available to Employees through the Application via chat and telephone, to provide support, answer questions, and select and send educational content that is relevant to an infant's care. A Nurse Coach is not a provider of health care services. The Application will be made available to Employees for up to the first year of their infant's life.

#### 8. **WellMatch®**

WellMatch is a web-based tool that allows Employees to shop for health care services by comparing aspects of price, quality, and convenience. WellMatch users can search for nearby in-network providers to see what their out-of-pocket cost will be, as well as applicable quality designations and patient reviews.

### VII. **OTHER SERVICES**

#### 1. **Teladoc**

Teladoc is a vendor that provides access to physicians who are under contract with Teladoc, to provide consultations for non-urgent care needs by telephone. The physicians made available through the Teladoc program are independent contractors and are neither employees nor agents of Teladoc or Aetna.

## **2. ALEX® Benefits Advisor**

ALEX Benefits Advisor (“**ABA**”) is an interactive, online decision support tool designed to assist employees in making their benefits elections during open enrollment. A virtual host (“**ALEX**”) asks employees questions relevant to the type of coverage the employee may wish to buy (regarding health care needs, lifestyle, financial status, etc.) and makes plan recommendations based on those responses and Customer’s benefit options. There are also several modules available for the Customer for an additional charge: Dental, Life (includes Basic/Supplemental/AD&D/Spouse/Child), Disability (includes STD/LTD), Vision (when integrated with medical coverage) and Aetna Pharmacy Savings. The Customer will have use of ABA throughout Customer’s open enrollment period, and during the plan year as well for new hires or others eligible to make benefit changes during the year. Customization options are also available for purchase.

## **3. Aetna Concierge:**

Aetna Concierge is a level of customer service that provides a dedicated team of Aetna employees to support the delivery of high-touch, tailored service for Customers. The dedicated Aetna Concierges obtain Customer-specific training in order to serve as a single point of contact across the full-spectrum of plan and benefit offerings available to Plan Participants, even if such offerings are external to Aetna. The dedicated team is staffed with more customer service representatives than Aetna’s traditional Customer Service Model, without call handle time guidelines, thereby allowing for longer, more relevant Plan Participant interactions. Aetna Concierges use their skills and training to listen for opportunities to educate and empower Plan Participants by sharing insights, providing useful information, and offering guidance through the use of Aetna tools and resources so that Plan Participants become more informed health care consumers. Aetna Concierge include a dedicated team, individual Aetna Concierges can serve as an extension of the Customer benefits team, and as an available single point of contact for Plan Participants via a dedicated, toll-free 800-number, as well as via live web chat through Aetna Navigator®.

## **4. Onsite Health Screening Services:**

Aetna’s Onsite Health Screening Services help employers engage and educate their Employees about wellness at the workplace. These offerings provide turnkey solutions to support employers’ overall wellness strategies, increase consumerism and promote informed-decision making. Offerings include Onsite Health Screenings, Workshops, Special Awareness Campaigns; and Educational Resources. Aetna may contract with nationally recognized vendors to administer Onsite Health Screening Services, and such vendors may be subject to change.

## **5. Mind-Body Stress Reduction Programs:**

Aetna’s Mind-Body Stress Reduction programs are evidence-based mind-body solutions that target Employees with stress.

- Mindfulness at Work (in coordination with eMindful Inc.) - Teaches evidence-based stress management skills, including mindfulness awareness, breathing techniques and emotions management. Employee participants are required to have online access to participate. Customer can choose from a 12-week class; a



monthly class; or combined weekly and monthly classes. All three options can be offered in a single Customer dedicated or public class setting.

- Viniyoga Stress Reduction (in coordination with American Viniyoga Institute) - Teaches tools for managing stress through Viniyoga postures (breath combined with movement), breathing techniques, guided relaxation and mental techniques. Helps reduce stress, relieve muscle tension and headaches, improves sleep and more. Program features includes 12-week onsite class for one-hour per week.

**6. Aetna Fitness Reimbursement Program:**

The Aetna Fitness Reimbursement Program (the “**Program**”), powered by GlobalFit®, is available to Employees. The Program provides reporting and reimbursement for fitness expenses, including fitness club/gym dues, group exercise class fees for classes led by certified instructor; fitness equipment purchases; personal training; and weight management and nutrition counseling sessions.

**7. ID Cards:**

Upon the Customer’s request, Aetna will include third party vendor information on Plan Participant identification cards. In such event, the Customer shall indemnify Aetna, its affiliates and their respective directors, officers, and employees from that portion of any actual third party loss (including reasonable attorney’s fees) resulting from the inclusion of such third party vendor information on identification cards.

**8. Subrogation Services:**

Aetna will provide subrogation/reimbursement services when the Customer’s summary plan description (SPD) is finalized, available to the Customer’s employees, and includes subrogation/reimbursement language.

Aetna does not delay processing or deny claims for subrogation/reimbursement purposes.

Aetna has the exclusive discretion to: (a) decide whether to pursue potential recoveries on subrogation/reimbursement claims; (b) determine the reasonable methods used to pursue recoveries on such claims, except with respect to initiation of formal litigation; and (c) decide whether to accept any settlement offer relating to a subrogation/reimbursement claim. Aetna shall advise the Customer if the pursuit of recovery requires initiation of formal litigation. In such event, the Customer shall have the option to approve or disapprove the initiation of litigation. Subrogation /reimbursement services will be delegated to an organization of Aetna’s choosing.

The subrogation/reimbursement fee is outlined in the Service and Fee Schedule and includes reasonable expenses such as (a) collection agency fees, (b) police and fire reports, (c) asset checks, (d) locate reports and (e) attorneys’ fees. If no monies are recovered as a result of the subrogation/reimbursement service, no fee will be charged to the Customer.

Subrogation/reimbursement recoveries will be credited to the Customer net of fees charged by Aetna. Aetna does not credit individual Plan Participant claims for subrogation/reimbursement recoveries.

The Customer must notify Aetna should the Customer pursue, recover by settlement or otherwise waive any subrogation/ reimbursement claim, or instruct Aetna to cease pursuit of a potential subrogation claim. Aetna

will be entitled to the subrogation/reimbursement fee, which will be calculated based on the full amount of claims paid at the time the Customer settles the file or instructs Aetna to cease pursuit.

The Customer must notify Aetna of its election to terminate the subrogation/reimbursement services provided by Aetna. All claims identified for potential subrogation/reimbursement recovery prior to the date notification of such election is received, including both open subrogation files and matters under investigation, shall be handled to conclusion by Aetna and shall be governed by the terms of this provision. Aetna does not handle new subrogation/reimbursement cases on matters identified after the Customer's termination date.

## **9. National Advantage Program (NAP):**

The National Advantage Program includes three components, Contracted Rates, Facility Charge Review and Itemized Bill Review. Unless otherwise agreed in writing, only the NAP components selected by the Customer in the Service and Fee Schedule will be provided by Aetna. In order to elect the Facility Charge Review or Itemized Bill Review components, the Contracted Rates component must be selected.

### **A. Contracted Rates Component**

Through the Contracted Rates component of NAP, Aetna either contracts with third-party vendors to access their contracted rates with providers, or directly contracts with providers (collectively "**NAP Providers**") for (i) medical claims paid under non-network indemnity plans, (ii) claims covered under the out-of-network portion of network-based plans ("**Voluntary Out-of-Network Claims**"), and (iii) claims from out-of-network providers covered as in-network benefits under the Plan because the claims are for emergency services, because the services are provided by out-of-network providers at in-network facilities, or because Aetna otherwise determines that the Plan Participant received the services out-of-network because of circumstances outside the Plan Participant's control ("**Involuntary Out-of-Network Claims**").

When Aetna accesses rates through direct contracts or third-party vendors, the Provider is contractually bound not to balance bill Plan Participants. To limit balance billing for Plan Participants, contracted rates will apply even if the contracted rate exceeds the amount determined by the benefit level under the Plan.

In the absence of a pre-negotiated contracted rate, Aetna or a third-party vendor will attempt to negotiate a claim specific rate/discount ("**Ad-Hoc Rate**").

### **B. Facility Charge Review ("FCR") Component**

FCR applies to inpatient and outpatient facility claims for which a contracted rate is not available and for which the claim amount exceeds a certain threshold as determined by Aetna. Through the FCR component, Aetna establishes a reasonable charge for a Plan benefit in the geographic area where such benefit was provided to the Plan Participant ("**Reasonable Charge Amount**"). The Reasonable Charge Amount is based on the Provider's estimated cost, including an anticipated profit margin. The claim will be paid based on the Reasonable Charge Amount.

### **C. Itemized Bill Review ("IBR") Component**

IBR applies to inpatient facility claims submitted by Aetna network providers (directly contracted) if (a) the submitted claim amount exceeds a certain threshold as determined by Aetna; and (b) Aetna's contracted

rate with the provider uses a “percentage of billed charges” methodology. Aetna refers to these as “**IBR Claims.**”

Aetna will forward IBR Claims to a vendor to review and identify any billing inconsistencies and errors. The vendor reports back the amount of eligible charges after adjusting for any identified inconsistencies and errors. Aetna then pays the claim based on the adjusted bill.

#### **D. Terms and Conditions**

##### **(i) Access Fees**

As compensation for the services provided by Aetna under NAP, the Customer shall pay a percentage of the amount of Savings for a claim paid under NAP (“**Access Fee**”) to Aetna as described in the Service and Fee Schedule.

(a). The Customer shall not owe any Access Fees with respect to any portion of a claim that is the financial responsibility of Aetna, such as when Aetna writes stop loss insurance and the claim exceeds the stop loss individual or aggregate attachment point.

(b). Aetna shall provide a quarterly report of Savings and Access Fees. Access Fees may be included with claims in other reports.

##### **(ii) Plan Participant Information Regarding National Advantage Program**

The Customer shall inform Plan Participants of the availability of NAP Providers. Further, the Customer’s Summary Plan Description specifying coverage for out-of-network health services must conform to Aetna requirements. Aetna shall provide information regarding NAP Providers on DocFind®, Aetna’s online provider listing, on Aetna’s website at [www.Aetna.com](http://www.Aetna.com) or by other comparable means.

##### **(iii) Definitions applicable to the National Advantage Program:**

“**Ad Hoc Rate**” means the rate defined in subsection A above.

“**Involuntary Out-of Network Claims**” means the claims defined in subsection A above.

“**Reasonable Charge Amount**” means the amount defined in subsection B above.

“**Reference Price**” means (i) for a facility service the amount billed by the provider (other than where Itemized Bill Review applies); (ii) for in-network facility services where Itemized Bill Review applies, the rate for the facility service prior to removal of any non-payable charges identified as part of the claim review; (iii) for a professional service paid using an Ad Hoc Rate negotiated by Aetna for an Involuntary Out-of-Network Claim, the amount billed by the provider; and (iv) for all other professional services, the lesser of the billed charge or the 80<sup>th</sup> percentile charge as reported by the applicable FAIR Health database, *provided* that from time to time Aetna may elect to substitute another reference database or methodology reasonably comparable to FAIR Health.

**“Savings”** means the difference between (i) the Reference Price, and (ii) the amount Aetna allows the provider under NAP, for services or benefits covered under the Plan affected by NAP. If Aetna pays more than the Reference Price, the Savings will be defined as zero.

**“Voluntary Out-of Network Claim”** means the claims defined in subsection A above.

(iv) Customer Acknowledgements

Customer acknowledges that:

- (a). Aetna does not credential, monitor or oversee those providers who participate through third party contracts. Providers listed as participating in NAP through the Contracted Rates component may not necessarily be available or convenient.
- (b). The following claim situations may not be eligible for NAP:
  - Claims involving Medicare when Aetna is the secondary payer
  - Claims involving coordination of benefits (COB) when Aetna is the secondary payer
  - Claims that have already been paid directly by the Plan Participant.

(v) General Provisions

- (a). Aetna’s only liability to the Customer for any loss of access to a discount arising under or related to NAP, regardless of the form of action, shall be limited to the Access Fees actually paid to Aetna by the Customer for services rendered; provided, however, this limitation will not apply to or affect any performance standards set forth in the Agreement.
- (b). The terms and conditions of NAP shall remain in effect for any claims incurred prior to the termination date that are administered by Aetna after the termination date.

**PRESCRIPTION DRUG  
SERVICE AND FEE SCHEDULE  
TO THE MASTER SERVICES AGREEMENT  
EFFECTIVE January 1, 2018**

**Terms & Conditions**

The pricing and services set forth herein are subject to the following Terms & Conditions:

- The pricing and services contained herein are limited to prescription drugs dispensed by a Participating Pharmacy to Plan Participants.
- Prescriptions dispensed by a Participating Retail Pharmacy shall be processed at the lower of the pharmacy's submitted Usual & Customary Retail Price, MAC (where applicable) plus a Dispensing Fee, or discounted AWP cost plus a Dispensing Fee.
- MAC Pricing applies at Mail Order.
- Cost Share will be calculated on the basis of the rates charged to the Customer by Aetna for Covered Services, except for fixed copays or where required by law to be otherwise.
- Discounts and Dispensing Fees contained in this Service and Fee Schedule are guaranteed on an annual basis, subject to the following conditions:
  - Discount and Dispensing Fee guarantees are measured and reconciled individually; surpluses in one or more component guarantees may not be used to offset shortages in other component guarantees.
  - Discount and Dispensing Fee guarantees shall be reconciled and reported to Customer within ninety (90) days following the guarantee period.
  - Discount guarantees are calculated on ingredient cost prior to the application of Plan Participant copay and include zero balance due claims.
  - The following types of Prescription Drug claims are excluded from the Discount and Dispensing Fee guarantees contained herein: compound drug claims, direct Plan Participant reimbursement / out-of-network claims, over-the-counter products, and vaccines.
  - Retail pricing guarantees exclude claims that reflect the Usual & Customary Retail Price.
  - Prescriptions dispensed by Aetna Specialty Pharmacy are included in the Aetna Specialty Pharmacy Discount guarantee listed above. Specialty Products dispensed by Participating Retail Pharmacies are included in the Retail Brand Discount guarantee listed above.
  - Aetna has assumed 0% in-house pharmacy utilization. Aetna reserves the right to re-evaluate the proposed pricing if the actual in-house pharmacy utilization varies from this assumption.
- Limited Distribution Specialty Products are excluded from the pricing terms contained herein.
- Pricing and terms in this proposal assume the Customer has elected the Aetna Premier Plus formulary.
- Rebate guarantees are measured individually by component and reconciled in the aggregate on an annual basis within one hundred-eighty (180) days following the end of the Plan year; a surplus in one or more component Rebate guarantees may be used to offset shortages in other component Rebate guarantees.
- Exclusive Specialty Products network means that Plan Participants are required to use the Aetna Specialty Pharmacy on the 1st Fill.

- Retail and Mail Order GDR rates by Plan year will be calculated as total retail Generic Drug claims excluding dispense as written (“DAW”) claims divided by total retail claims excluding DAW, and total mail Generic claims excluding DAW claims divided by total mail claims excluding DAW. A penalty, if applicable, will be calculated as the difference in the Brand Drug cost versus Generic Drug cost after Discount and Dispense Fee times the actual claim volume. Separate calculations will be performed for retail and mail, and for each Plan year. Reconciliation will be calculated annually within 90 days of the end of each of the guarantee periods. For the purposes of this guarantee, any penalty will be calculated based on the results across all retail and mail order categories.

The Service Fees and Services effective for the period beginning January 1, 2018 and ending December 31, 2018 are specified below. They shall be amended for future periods, in accordance with section 4 of the Agreement. Any reference to “Member” shall mean a Plan Participant as defined in the Agreement

**Pharmacy Discounts & Fees**

Pricing Arrangement	Traditional
Network	Aetna National Network
Employees	4,190

RETAIL			
	01/01/2018	01/01/2019	01/01/2020
Brand Discount	AWP - 16.50%	AWP - 16.60%	AWP - 16.70%
Generic Discount	AWP - 75.00%	AWP - 75.20%	AWP - 75.40%
Dispensing Fee	\$1.00 per script	\$1.00 per script	\$1.00 per script

MAIL ORDER PHARMACY/VOLUNTARY MAINTENANCE CHOICE			
Mail Benefit Type	Mail Order Pharmacy		
	01/01/2018	01/01/2019	01/01/2020
Brand Discount	AWP - 24.00%	AWP - 24.10%	AWP - 24.20%
Generic Discount	AWP - 77.50%	AWP - 77.70%	AWP - 77.90%
Dispensing Fee	\$0.00 per script	\$0.00 per script	\$0.00 per script

AETNA SPECIALTY PHARMACY			
Network	Exclusive Specialty Network		
Price List	Preferred Plus		
	01/01/2018	01/01/2019	01/01/2020
Discount	AWP - 16.50%	AWP - 16.50%	AWP - 16.50%

GENERIC DISPENSING RATE (GDR) GUARANTEE			
	01/01/2018	01/01/2019	01/01/2020
Retail GDR	81.00%	81.50%	82.00%
Mail GDR	81.50%	82.00%	82.50%
Annual Maximum	\$300,000	\$300,000	\$300,000

<b>ALLOWANCES</b>			
	<b>01/01/2018</b>	<b>01/01/2019</b>	<b>01/01/2020</b>
Total Allowances	\$25,000	\$25,000	\$25,000

### **Rebates**

<b>REBATES</b>			
Formulary	Aetna Premier Plus		
Rebate Terms	Plan sponsor will receive the following minimum rebates:		
	<b>01/01/2018</b>	<b>01/01/2019</b>	<b>01/01/2020</b>
Retail	Greater of 100% or \$88.25 Per Brand Script	Greater of 100% or \$93.25 Per Brand Script	Greater of 100% or \$95.00 Per Brand Script
Mail Order	Greater of 100% or \$247.50 Per Brand Script	Greater of 100% or \$279.00 Per Brand Script	Greater of 100% or \$309.75 Per Brand Script
Retail Specialty and Aetna Specialty Pharmacy	Greater of 100% or \$635.50 Per Brand Script	Greater of 100% or \$711.25 Per Brand Script	Greater of 100% or \$797.25 Per Brand Script

### **Aetna Specialty Pharmacy**

Except for the specific items listed in the Exceptions or Limited Distribution tables below, Specialty Products will have the following Discounts:

Distribution Channel	Standard Discounts	Dispensing Fee
Preferred Plus	AWP - 14.50%	\$0.00

Specialty Products will not be available through Aetna Rx Home Delivery.

### **Limited Distribution Drugs**

Some Specialty Products may be subject to limited distribution or restricted access. This means that certain Specialty Products may only be available at one or a limited number of pharmacies. Limited distribution is generally due to (i) the FDA imposing restrictions on the distribution of a Specialty Product to certain pharmacies and (ii) special handling, coordination of care or patient education that cannot be handled by all pharmacies. While most Specialty Products may be ordered through Aetna Specialty Pharmacy, the Specialty Products listed below are currently not available. However, if Aetna Specialty Pharmacy receives a prescription order for any of these Specialty Products, it will transfer the order to a Participating Pharmacy where the Specialty Products are available and inform the prescribing physician and Plan Participant of same.

Limited Distributed Products		
ADAGEN	IRESSA	SABRIL
ARALAST	OFORTA	SUCRAID
ARCALYST	ONSOLIS	TIKOSYN
BERINERT	ORFADIN	TYVASO
CINRYZE	ORTHOCLONE	VENTAVIS
CYSTADANE	PROLASTIN	VISUDYNE
ELAPRASE	PROMACTA	XENAZINE
EXJADE	REMODULIN	XYREM
FLOLAN	RETISERT	ZAVESCA
ILARIS	RIASTAP	ZEMAIRA
IMPLANON		

## Exceptions To Standard Pricing

The following Specialty Products have the Discounts shown for the Preferred Plus distribution channel.

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
ANEMIA	ARANESP	INJ	13.50%	\$0.00
ANEMIA	ATGAM	INJ	14.50%	\$0.00
ANEMIA	EPOGEN	INJ	14.50%	\$0.00
ANEMIA	INFED	INJ	14.50%	\$0.00
ANEMIA	NIFEREX	OR	13.50%	\$1.75
ANEMIA	PROCRIT	INJ	14.50%	\$0.00
ANEMIA	REVLIMID	OR	13.50%	\$1.75
ANEMIA	VENOFER	INJ	14.50%	\$0.00
ASTHMA	PULMOZYME	INJ	14.50%	\$0.00



			Network	
Therapeutic Category	Drug Name	Medication Form	AWP Discount	Dispensing Fee
ASTHMA	TOBI	OR	13.50%	\$1.75
ASTHMA	XOLAIR	INJ	13.50%	\$0.00
COLONY STIMULANT	LEUKINE	INJ	13.50%	\$0.00
COLONY STIMULANT	MOZOBIL	INJ	14.50%	\$0.00
COLONY STIMULANT	NEUMEGA	INJ	14.50%	\$0.00
COLONY STIMULANT	NEULASTA	INJ	12.50%	\$0.00
COLONY STIMULANT	NEUPOGEN	INJ	14.50%	\$0.00
CROHN'S DISEASE	CIMZIA	INJ	14.50%	\$0.00
CROHN'S DISEASE	REMICADE	INJ	14.50%	\$0.00
DEEP VEIN THROMBOSIS	ARIXTRA	INJ	14.50%	\$0.00
DEEP VEIN THROMBOSIS	FRAGMIN	INJ	14.50%	\$0.00
DEEP VEIN THROMBOSIS	HEPARIN	INJ	14.50%	\$0.00
DEEP VEIN THROMBOSIS	INNOHEP	INJ	14.50%	\$0.00
DEEP VEIN THROMBOSIS	LOVENOX	INJ	12.50%	\$0.00
ENZYME REPLACEMENT	ALDURAZYME	INJ	13.50%	\$0.00
ENZYME REPLACEMENT	CEREZYME	INJ	12.50%	\$0.00
ENZYME REPLACEMENT	FABRAZYME	INJ	11.25%	\$0.00
GROWTH HORMONE	GENOTROPIN	INJ	11.50%	\$0.00
GROWTH HORMONE	HUMATROPE	INJ	14.50%	\$0.00
GROWTH HORMONE	NORDITROPIN	INJ	14.50%	\$0.00
GROWTH HORMONE	NUTROPIN	INJ	13.50%	\$0.00
GROWTH HORMONE	PROTROPIN	INJ	18.00%	\$0.00
GROWTH HORMONE	SAIZEN	INJ	12.50%	\$0.00
GROWTH HORMONE	SEROSTIM	INJ	13.50%	\$0.00

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
GROWTH HORMONE	SOMATULINE DEPOT	INJ	14.50%	\$0.00
GROWTH HORMONE	SUPPRELIN LA KIT	IMPL	14.50%	\$0.00
GROWTH HORMONE	TEV-TROPIN	INJ	18.00%	\$0.00
GROWTH HORMONE	ZORBTIVE	INJ	14.50%	\$0.00
HEMOPHILIA	ADVATE	INJ	28.00%	\$0.00
HEMOPHILIA	ALPHANATE	INJ	30.25%	\$0.00
HEMOPHILIA	BENEFIX	INJ	15.50%	\$0.00
HEMOPHILIA	FEIBA	INJ	38.50%	\$0.00
HEMOPHILIA	HELIXATE	INJ	32.00%	\$0.00
HEMOPHILIA	HEMOPIL	INJ	38.50%	\$0.00
HEMOPHILIA	HUMATE - P	INJ	10.25%	\$0.00
HEMOPHILIA	KOGENATE	INJ	43.50%	\$0.00
HEMOPHILIA	MONARC	INJ	30.25%	\$0.00
HEMOPHILIA	MONOCLATE	INJ	30.25%	\$0.00
HEMOPHILIA	MONONINE	INJ	28.00%	\$0.00
HEMOPHILIA	NOVOSEVEN	INJ	30.25%	\$0.00
HEMOPHILIA	PROPLEX T	INJ	15.00%	\$0.00
HEMOPHILIA	RECOMBINATE	INJ	30.25%	\$0.00
HEMOPHILIA	STIMATE	INJ	13.50%	\$0.00
HEMOPHILIA	XYNTHA	INJ	30.25%	\$0.00
HEMOPHILIA	ALL OTHER HEMOPHILIA NOT LISTED ABOVE	INJ	12.50%	\$0.00
HEPATITIS	ALFERON	INJ	14.50%	\$0.00
HEPATITIS	BAYGAM	INJ	12.50%	\$0.00

			Network	
Therapeutic Category	Drug Name	Medication Form	AWP Discount	Dispensing Fee
HEPATITIS	COPEGUS	OR	13.50%	\$1.75
HEPATITIS	INFERGEN	INJ	18.00%	\$0.00
HEPATITIS	HEPSERA	INJ	14.50%	\$0.00
HEPATITIS	NABI HB	INJ	14.50%	\$0.00
HEPATITIS	PEG INTRON	INJ	14.50%	\$0.00
HEPATITIS	PEGASYS	INJ	14.50%	\$0.00
HEPATITIS	REBETOL	OR	13.50%	\$1.75
HEPATITIS	REBETRON	INJ	19.00%	\$0.00
HEPATITIS	RIBAVIRIN (Generic)	OR	MAC	\$1.75
HEPATITIS	ROFERON-A	INJ	13.50%	\$0.00
HEPATITIS B	TYZEKA	OR	13.50%	\$1.75
IMMUNODEFICIENCY SYNDROME	CARIMUNE	INJ	39.00%	\$0.00
IMMUNODEFICIENCY SYNDROME	FLEBOGAMMA	INJ	36.00%	\$0.00
IMMUNODEFICIENCY SYNDROME	GAMIMUNE	INJ	18.00%	\$0.00
IMMUNODEFICIENCY SYNDROME	GAMMAGARD S/D	INJ	43.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	GAMMAGARD LIQUID	INJ	30.25%	\$0.00
IMMUNODEFICIENCY SYNDROME	GAMUNEX	INJ	28.00%	\$0.00
IMMUNODEFICIENCY SYNDROME	PANGLOBULIN	INJ	39.00%	\$0.00
IMMUNODEFICIENCY SYNDROME	POLYGAM	INJ	49.00%	\$0.00

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
IMMUNODEFICIENCY SYNDROME	PRIVIGEN	INJ	12.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	RHOGAM PLUS	INJ	14.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	THYMOGLOBULIN	INJ	14.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	VIVAGLOBIN	INJ	38.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	WINRHO SDF	INJ	14.50%	\$0.00
IMMUNODEFICIENCY SYNDROME	ALL OTHER IVIG NOT LISTED ABOVE	INJ	12.50%	\$0.00
IMMUNOSUPPRESSION W/TRANSPLANT	ALPRAZOLAM	OR	17.00%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	AZATHIOPRINE	OR	17.00%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	CELLCEPT	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	CYCLOSPORINE	OR	17.00%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	CYTOGAM	INJ	13.50%	\$0.00
IMMUNOSUPPRESSION W/TRANSPLANT	GENGRAF	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	IMURAN	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	KEPIVANCE	INJ	14.50%	\$0.00
IMMUNOSUPPRESSION W/TRANSPLANT	MYFORTIC	OR	13.50%	\$1.75

			Network	
Therapeutic Category	Drug Name	Medication Form	AWP Discount	Dispensing Fee
IMMUNOSUPPRESSION W/TRANSPLANT	NEORAL	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	PROGRAF	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	PROGRAF	INJ	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	RAPAMUNE	OR	13.50%	\$1.75
IMMUNOSUPPRESSION W/TRANSPLANT	SANDIMMUNE	INJ	13.50%	\$0.00
IMMUNOSUPPRESSION W/TRANSPLANT	SANDIMMUNE	SOL	13.50%	\$0.00
IMMUNOSUPPRESSION W/TRANSPLANT	SANDIMMUNE	OR	13.50%	\$1.75
INFERTILITY	BRAVELLE	INJ	22.75%	\$0.00
INFERTILITY	CETROTIDE	INJ	17.75%	\$0.00
INFERTILITY	CHORIONIC GONADOTROPIN	INJ	17.75%	\$0.00
INFERTILITY	FOLLISTIM AQ	INJ	14.50%	\$0.00
INFERTILITY	GANIRELIX	INJ	17.75%	\$0.00
INFERTILITY	GONAL F	INJ	13.50%	\$0.00
INFERTILITY	LEUPROLIDE KIT	INJ	28.00%	\$0.00
INFERTILITY	LUVERIS	INJ	22.75%	\$0.00
INFERTILITY	MENOPUR	INJ	22.75%	\$0.00
INFERTILITY	NOVAREL	INJ	17.50%	\$0.00
INFERTILITY	OVIDREL	INJ	17.50%	\$0.00
INFERTILITY	PREGNYL	INJ	22.75%	\$0.00

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
INFERTILITY	REPRONEX	INJ	22.75%	\$0.00
LHRH AGONIST	LUPRON	INJ	14.50%	\$0.00
LHRH AGONIST	LUPRON DEPOT	INJ	14.50%	\$0.00
LHRH AGONIST	PLENAXIS	INJ	14.50%	\$0.00
LHRH AGONIST	ZOLADEX	INJ	25.00%	\$0.00
MULTIPLE SCLEROSIS	AVONEX	INJ	13.50%	\$0.00
MULTIPLE SCLEROSIS	BETASERON	INJ	12.50%	\$0.00
MULTIPLE SCLEROSIS	COPAXONE	INJ	13.50%	\$0.00
MULTIPLE SCLEROSIS	EXTAVIA	INJ	12.50%	\$0.00
MULTIPLE SCLEROSIS	MYOBLOC	INJ	14.50%	\$0.00
MULTIPLE SCLEROSIS	REBIF	INJ	13.50%	\$0.00
MULTIPLE SCLEROSIS	TYSABRI	INJ	14.50%	\$0.00
NEUROLOGY	BOTOX	INJ	10.25%	\$0.00
NEUROLOGY	CEREBYX	INJ	18.00%	\$0.00
NEUROLOGY	DYSPORT	INJ	12.50%	\$0.00
NEUROLOGY	CLONAZEPAM	OR	17.00%	\$1.75
NEUROLOGY	LIORESAL INTRATHECAL	INJ	18.00%	\$0.00
ONC - ANTIEMETIC	ANZEMET	INJ	14.50%	\$0.00
ONC - ANTIEMETIC	ATROPINE	INJ	14.50%	\$0.00
ONC - ANTIANEMIC	CYANOCOBALAMIN	INJ	14.50%	\$0.00
ONC - ANTIEMETIC	DELTASONE	OR	17.00%	\$1.75
ONC - ANTIEMETIC	DEXAMETHASONE	INJ	14.50%	\$0.00
ONC - ANTIEMETIC	EMEND	INJ	16.00%	\$0.00
ONC - ANTIEMETIC	HYDROXYZINE	OR	14.50%	\$1.75

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
ONC - ANTIEMETIC	KYTRIL	INJ	17.00%	\$0.00
ONC - ANTIEMETIC	METHYLPREDNISOLONE	INJ	14.50%	\$0.00
ONC - ANTIEMETIC	PROCHLORAPERAZINE - CPD	INJ	18.00%	\$0.00
ONC - ANTIEMETIC	TIGAN	OR	14.50%	\$1.75
ONC - ANTIEMETIC	ZOFRAN	OR	13.50%	\$1.75
ONC - ANTIHYPERCALCEMIC	PAMIDRONATE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ALOXI	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ARIMIDEX	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	AVASTIN	INJ	11.25%	\$0.00
ONC - CHEMOTHERAPY	BCG LIVE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	BLEOMYCIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	CAMPTOSAR	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	CASODEX	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	COSMEGEN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	CYTARABINE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	CYTOXAN	INJ	13.50%	\$0.00
ONC - CHEMOTHERAPY	DAUNORUBICIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	DOXIL	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	DOXORUBICIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ELITEK	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ELIGARD	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ELOXATIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ERBITUX	INJ	14.50%	\$0.00

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
ONC - CHEMOTHERAPY	ETHYOL	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	ETOPOSIDE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	FASLODEX	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	GEMZAR	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	GLEEVEC	OR	11.50%	\$1.75
ONC - CHEMOTHERAPY	HERCEPTIN	INJ	11.50%	\$0.00
ONC - CHEMOTHERAPY	HYCAMTIN	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	HYCAMTIN	INJ	13.50%	\$0.00
ONC - CHEMOTHERAPY	HYDROXYUREA	OR	17.00%	\$1.75
ONC - CHEMOTHERAPY	INTRON A	INJ	13.50%	\$0.00
ONC - CHEMOTHERAPY	LEUCOVORIN	OR	14.50%	\$1.75
ONC - CHEMOTHERAPY	MERCAPTOPYRINE	OR	17.00%	\$1.75
ONC - CHEMOTHERAPY	METHOTREXATE	INJ	13.50%	\$0.00
ONC - CHEMOTHERAPY	MUSTARGEN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	MITOMYCIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	NAVELBINE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	NEXAVAR	OR	14.50%	\$1.75
ONC - CHEMOTHERAPY	NOVANTRONE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	OCTREOTIDE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	PACLITAXEL	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	PARAPLATIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	PROLEUKIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	RITUXAN	INJ	13.50%	\$0.00
ONC - CHEMOTHERAPY	TAMOXIFEN	OR	17.00%	\$1.75



Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
ONC - CHEMOTHERAPY	TARCEVA	OR	12.50%	\$1.75
ONC - CHEMOTHERAPY	TAXOTERE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	TEMODAR	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	THALOMID	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	TICE BCG	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	SANDOSTATIN	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	SUTENT	OR	15.50%	\$1.75
ONC - CHEMOTHERAPY	VELCADE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	VINCRIStINE	INJ	14.50%	\$0.00
ONC - CHEMOTHERAPY	VOTRIENT	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	XELODA	OR	13.50%	\$1.75
ONC - CHEMOTHERAPY	ZENAPAX	INJ	14.50%	\$0.00
ONC - DIURETIC	MANNITOL	INJ	14.50%	\$0.00
ONC - HEMATOPOIETIC	NEULASTA	INJ	12.50%	\$0.00
ONC - HYPERCALCEMIC	AREDia	INJ	18.00%	\$0.00
ONC - HYPERCALCEMIC	ZOMETA	INJ	14.50%	\$0.00
OSTEOARTHRIStIS	EUFLEXxA	INJ	14.50%	\$0.00
OSTEOARTHRIStIS	HYALGAN	INJ	14.50%	\$0.00
OSTEOARTHRIStIS	ORTHOVISC	INJ	14.50%	\$0.00
OSTEOARTHRIStIS	SUPARTZ	INJ	18.00%	\$0.00
OSTEOARTHRIStIS	SYNVISC	INJ	14.50%	\$0.00
OSTEOPOROSIS	FORTEO	INJ	12.50%	\$0.00
OTHER	ACTHAR GEL	INJ	14.50%	\$0.00
OTHER	KUVAN	OR	14.50%	\$1.75

			Network	
Therapeutic Category	Drug Name	Medication Form	AWP Discount	Dispensing Fee
OTHER	INCRELEX	INJ	14.50%	\$0.00
OTHER	LUCENTIS	INJ	12.50%	\$0.00
OTHER	RECLAST	INJ	14.50%	\$0.00
OTHER	RETISERT	INJ	18.00%	\$0.00
OTHER	ROCEPHIN	INJ	14.50%	\$0.00
OTHER	SOMAVERT	INJ	14.50%	\$0.00
OTHER	THYROGEN	INJ	11.50%	\$0.00
OTHER	VIVITROL	INJ	11.50%	\$0.00
OTHER	ALL OTHER INJECTABLE DRUGS NOT LISTED	INJ	14.50%	\$0.00
OTHER	TRADITIONAL ORALS, CREAMS & INHALERS	OR	13.50%	\$1.75
OTHER	COMPOUNDED MEDICATIONS & SUPPOSITORIES		17.00%	\$11.75
PARKINSONS	APOKYN	INJ	14.50%	\$0.00
PSORIASIS	AMEVIVE	INJ	14.50%	\$0.00
PSORIASIS	SORIATANE KIT	OR	13.50%	\$1.75
PSORIASIS	STELARA	INJ	12.50%	\$0.00
PULMONARY ARTERIAL HYPERTENSION	ADCIRCA	OR	17.00%	\$1.75
PULMONARY ARTERIAL HYPERTENSION	LETAIRIS	OR	13.50%	\$1.75
PULMONARY ARTERIAL HYPERTENSION	TRACLEER	OR	14.50%	\$1.75
PULMONARY FIBROSIS	ACTIMMUNE	INJ	13.50%	\$0.00
RHEUMATOID ARTHRITIS	ENBREL	INJ	13.50%	\$0.00

Therapeutic Category	Drug Name	Medication Form	Network	
			AWP Discount	Dispensing Fee
RHEUMATOID ARTHRITIS	HUMIRA	INJ	13.50%	\$0.00
RHEUMATOID ARTHRITIS	HYDROXYCHLOROQUINE	OR	17.00%	\$1.75
RHEUMATOID ARTHRITIS	KINERET	INJ	14.50%	\$0.00
RHEUMATOID ARTHRITIS	MYOCHRYSLINE	INJ	18.00%	\$0.00
RHEUMATOID ARTHRITIS	ORENCIA	INJ	14.50%	\$0.00
RHEUMATOID ARTHRITIS	SIMPONI	INJ	14.50%	\$0.00
RSV	SYNAGIS	INJ	14.50%	\$0.00

**Note:** This list will be updated from time to time and may include adjunct therapies used in the treatment of complex conditions. For drugs where an AB-rated generic equivalent is available, the pricing will be according to the current MAC list.

**Aetna Specialty Pharmacy**

Discounts and Dispensing Fees for Specialty Products that are covered under the pharmacy plan and dispensed to Plan Participants through Aetna Specialty Pharmacy (ASRx) are indicated on the ASRx fee schedule. A copy of the Customer's ASRx fee schedule will be provided at renewal and upon request and may be modified by Aetna from time to time.

**Limited Distribution Specialty Products**

Certain Specialty Products may not be available at Aetna Specialty Pharmacy (ASRx) due to restricted or limited distribution requirements. These Specialty Products are referred to as Limited Distribution Specialty Products. Aetna has contracted with other network pharmacies to dispense Limited Distribution Specialty Products which are excluded from the pricing and terms contained in this Agreement. A copy of the current list of Limited Distribution Specialty Products may be obtained from Aetna upon request.

**PRESCRIPTION DRUG SERVICES SCHEDULE  
TO THE  
MASTER SERVICES AGREEMENT  
EFFECTIVE January 1, 2018**

Subject to the terms and conditions of the Agreement, the Services available from Aetna are described below. Unless otherwise agreed in writing, only the Services selected by the Customer in the Service and Fee Schedule (as modified by Aetna from time to time pursuant to section 4, Service Fees, of the Agreement) will be provided by Aetna. Additional Services may be provided at the Customer's written request under the terms of the Agreement. This Schedule shall supersede any previous document(s) describing the Services.

**I. SCHEDULE TERM**

The initial term of this Schedule shall be one year beginning on the Schedule Effective Date (referred to as an "Agreement Period"). This Schedule will automatically renew for additional Agreement Periods (successive one-year terms) unless otherwise terminated pursuant to the Agreement.

**II. CLAIM FIDUCIARY**

The Customer and Aetna agree that with respect to Section 503 of the Employee Retirement Income Security Act of 1974, as amended, or applicable state law as appropriate, Aetna will be the "appropriate named fiduciary" of the Plan for the purpose of reviewing denied claims under the Plan. The Customer understands that the performance of fiduciary duties under ERISA, or applicable state law as appropriate, necessarily involves the exercise of discretion on Aetna's part in the determination and evaluation of facts and evidence presented in support of any claim or appeal. Therefore, and to the extent not already implied as a matter of law, the Customer hereby delegates to Aetna discretionary authority to determine entitlement to benefits under the applicable Plan documents for each claim received, including discretionary authority to determine and evaluate facts and evidence, and discretionary authority to construe the terms of the Plan. It is also agreed that, as between the Customer and Aetna, Aetna's decision on any claim is final and that Aetna has no other fiduciary responsibility.

**III. EXTERNAL REVIEW**

The external review process will be conducted by an independent clinical reviewer with appropriate expertise in the area in question. External Review shall be available for certain "Adverse Benefit Determinations" as defined in 29 CFR 2560.503-1 as amended by 26 CFR 54.9815-2719. It shall also be available for eligible "Final Internal Adverse Benefit Determinations", which is an eligible Adverse Determination that has been upheld by the appropriate named fiduciary at the completion of the internal review process or an Adverse Benefit Determination for which the appeal process has been exhausted. If the Customer has issued a final denial of an appeal and the Plan Participant is eligible for External Review, the Customer will: (i) notify the Plan Participant in writing of their right to External Review, (ii) enclose the appropriate Aetna External Review form (standard or expedited, and (iii) inform the Plan Participant in writing of the steps necessary to seek external review. Aetna's external review process shall meet the standards of the Federal Affordable Care Act and utilize a minimum of three accredited Independent Review Organizations. Independent reviewers conduct a de novo review of the information provided to them as part of the external review process. Both Aetna and the Customer acknowledge that neither Plan Participants nor providers will be penalized for exercising their right to an

External review. The fee for an external review shall be paid by the appropriate named fiduciary (Customer).

The Customer delegates the sole discretionary authority to make the determination regarding the eligibility for external review, under the Plan, to Aetna.

The Customer acknowledges that the Independent Review Organizations are independent contractors and not agents of Aetna, and that Aetna is not responsible for the decision of the Independent Review Organization.

To assist in conducting such external reviews, the Customer agrees to provide Aetna with the current Plan documents, and any revised, amended, or updated versions no later than the date of any revisions, amendments, or updates.

#### **IV. DEFINITIONS**

When used in this Schedule and/or the Prescription Drug Service and Fee Schedule, all capitalized terms shall have the following meanings if not already defined in the Agreement:

**“Aetna Mail Order Pharmacy” or “Aetna Specialty Pharmacy”** means a licensed pharmacy designated by Aetna to provide or arrange for Covered Services to Plan Participants and shall include a subcontractor of its choosing for the purposes of services to be performed under this Schedule and/or the Service and Fee Schedule.

**“Average Wholesale Price” or “AWP”** means the average wholesale price of a Prescription Drug as identified by Medispan (or other drug pricing service determined by Aetna). The applicable AWP for Prescription Drugs filled in any Participating Pharmacy will be the AWP on the date the drug was dispensed for the 11-digit NDC for the package size from which the drug was actually dispensed as reported to Aetna by such Participating Pharmacy

**“Benefit Cost(s)”** means the cost of providing Covered Services to Plan Participants and includes amounts paid to Participating Pharmacies and other providers. Benefit Costs do not include Cost Share amounts paid by Plan Participants. Benefit Costs do not include Service Fees. The Benefit Cost includes any Dispensing Fee paid to a Participating Pharmacy or other provider for dispensing covered medications to Plan Participants.

**“Benefit Plan Design”** means the terms, scope and conditions for Prescription Drug or device benefits under a Plan, including Formularies, exclusions, days or supply limitations, prior authorization or similar requirements, applicable Cost Share, benefit maximums and any other features or specifications as may be included in Plan documents, as communicated by the Customer to Aetna in accordance with any implementation procedures described herein. The Customer shall disclose to Plan Participants any and all matters relating to the Benefit Plan Design that are required by law to be disclosed, including information relating to the calculation of Cost Share or any other amounts that are payable by a Plan Participant in connection with the Benefit Plan Design.

**“Brand Drug”** means a Prescription Drug with a proprietary name assigned to it by the manufacturer and distributor. Brand Drug does not include those drugs classified as a Generic Drug hereunder.

**“Calculated Ingredient Cost”** means the lesser of:

- a) AWP less the applicable percentage Discount;
- b) MAC; or
- c) U&C Price.

The Calculated Ingredient Cost does not include the Dispensing Fee or sales tax, if any. The amount of the Calculated Ingredient Cost payable by the Customer is net of the applicable Cost Share.

**“Claim” or “Claims”** means any electronic or paper request for payment or reimbursement arising from a Participating Pharmacy providing Covered Services to a Plan Participant.

**“Compound Prescription”** means a Prescription Drug which would require the dispensing pharmacist to produce an extemporaneously produced mixture containing at least one Federal Legend drug, the end product of which

is not available in an equivalent commercial form. For purposes of this Schedule, a prescription will not be considered a Compound Drug if it is reconstituted or if the only ingredient added to the prescription is water, alcohol, a sodium chloride solution or other common dilutants.

**“Concurrent Drug Utilization Review” or “Concurrent DUR”** means the review of drug utilization when an On-Line Claim is processed by Aetna at the point of sale.

**“Cost Share”** means that portion of the charge for a Prescription Drug or device dispensed to a Plan Participant that is the responsibility of the Plan Participant as provided in the applicable Plan, including coinsurance, copayments, deductibles and penalties, and may be a fixed amount or a percentage of an applicable amount. Cost Share will be calculated on the basis of the rates charged to the Customer by Aetna for Covered Services except as required by law to be otherwise.

**“Covered Services”** means Prescription Drugs, Specialty Products, over-the-counter medications or other services or supplies that are covered under the terms and conditions set forth in the description of the Plan.

**“Discount”** means the percentage deduction from AWP that is to be taken into account by Aetna in determining the Calculated Ingredient Cost.

**“Dispensing Fee”** means an amount agreed by the Customer and Aetna in consideration of the costs associated with a Participating Pharmacy dispensing medication to a Plan Participant.

**“DMR Claim”** means a direct member (Plan Participant) reimbursement claim.

**“Formulary” or “Formularies”** means the list(s) of Prescription Drugs and supplies approved by the U.S. Food and Drug Administration (“FDA”) developed by Aetna which classifies drugs and supplies for purposes of benefit design and coverage decisions.

**“Generic Drug”** means a Prescription Drug, whether identified by its chemical, proprietary, or non-proprietary name that (a) is accepted by the U.S. Food and Drug Administration as therapeutically equivalent and interchangeable with drugs having an identical amount of the same active ingredient, or (b) is deemed by Aetna to be pharmaceutically equivalent and interchangeable with drugs having an identical amount of the same active ingredient.

**“Implementation Credit”** if applicable, is a credit provided to the Customer to cover specific costs related to the transition from another vendor to Aetna and further described in the Service and Fee Schedule

**“Maximum Allowable Cost” or “MAC”** means the cost basis for reimbursement established by Aetna, as modified from time to time, for the same dose and form of Generic Drugs which are included on Aetna’s applicable MAC List.

**“MAC List(s)”** means the lists of MAC payment schedules for Prescription Drugs, devices and supplies identified as readily available as a Generic Drug or generally equivalent to a Brand Drug (in which case the Brand Drug may also be on the MAC List) and developed and maintained or selected by Aetna and that, in each case, are deemed to require or are otherwise capable of pricing management due to the number of drug manufacturers, utilization and/or pricing volatility.

**“Mail Order Exception List”** means the list of Prescription Drugs established by Aetna that includes Brand Drugs adjudicating as Generic Drugs, trademark Generic Drugs, any Generic Drug that is manufactured by one (1) manufacturer (or multiple manufacturers, for example, in the case of “authorized” Generic Drugs), and any Generic Drug that has an AWP within twenty-five percent (25%) of the AWP of the equivalent Brand Drug. The Mail Order Exception List is subject to change.

**“National Drug Code”** or **“NDC”** means a universal product identifier for human drugs. The National Drug Code Query (NDCQ) content is limited to Prescription Drugs and a few selected OTC products. The National Drug Code (NDC) Number is a unique, eleven-digit, three-segment number that identifies the labeler/vendor, product, and trade package size.

**“On-Line Claim”** means a claim that (i) meets all applicable requirements, is submitted in the proper timeframe and format, and contains all necessary information, and (ii) is submitted electronically for payment to Aetna by a Participating Pharmacy as a result of provision of Covered Services to a Plan Participant.

**“Participating Pharmacy”** means a Participating Retail Pharmacy, Aetna Mail Order Pharmacy or Aetna Specialty Pharmacy.

**“Participating Retail Pharmacy”** means any licensed retail pharmacy that has entered into an arrangement with Aetna to provide Covered Services to Plan Participants.

**“Precertification”** means a process under which certain drugs require prior authorization (prior approval) before Plan Participants can obtain them as a covered benefit. The Aetna Pharmacy Management Precertification Unit must receive prior notification from physicians or their authorized agents requesting coverage for medications on the Precertification List.

**“Prescriber”** means an individual who is appropriately licensed and permitted by law to order drugs that legally require a prescription.

**“Prescription Drug”** means a legend drug that, by law, cannot be sold without a written prescription from an authorized Prescriber. For purposes of this Schedule, insulin, certain supplies, and devices shall be considered a Prescription Drug.

**“Prospective Drug Utilization Review”** or **“Prospective DUR”** means a review of drug utilization that is performed before a prescribed medication is covered under a Plan.



**“Rebates”** shall mean certain monetary distributions made to the Customer by Aetna under the pharmacy benefit and funded from retrospective amounts paid to Aetna (i) pursuant to the terms of an agreement with a pharmaceutical manufacturer, (ii) in consideration for the inclusion of such manufacturer’s drug(s) on Aetna’s Formulary, and (iii) which are directly related and attributable to, and calculated based upon, the specific and identifiable utilization of certain Prescription Drugs by Plan Participants.

**“Rebate Guarantee”** means the Rebate amount that Aetna guarantees the Customer will receive as set forth in the Service and Fee Schedule.

**“Retrospective Drug Utilization Review”** or **“Retrospective DUR”** means a review of drug utilization that is performed after a Claim for Covered Services is processed.

**“Service and Fee Schedule”** means a document entitled same and incorporated herein by reference setting forth certain guarantees (if applicable), underlying conditions and other financial information relevant to Customer.

**“Single Source Generics”** means those generics having fewer than two FDA-approved Abbreviated New Drug Application (ANDA) manufacturers (not including any "authorized generics"), or alternatively generic drugs for which there is insufficient inventory and/or competition to supply market demand.

**“Specialty Products”** means those injectable and non-injectable Prescription Drugs, other medicines, agents, substances and other therapeutic products that are designated in the Service and Fee Schedule and modified by Aetna from time to time in its sole discretion as Specialty Products on account of their having particular characteristics, including one or more of the following: (i) they address complex, chronic diseases with many associated co-morbidities (e.g., cancer, rheumatoid arthritis, hemophilia, multiple sclerosis), (ii) they require a greater amount of pharmaceutical oversight and clinical monitoring for side effect management and to limit waste, (iii) they have limited pharmaceutical supply chain distribution as determined by the drug’s manufacturer and/or (iv) their relative expense.

**“Step-Therapy”** means a type of Precertification under which certain medications will be excluded from coverage unless the Plan Participant tries one or more “prerequisite” drug(s) first, or unless a medical exception for coverage is obtained.

**“Usual and Customary Retail Price”** or **“U&C Price”** means the cash price less all applicable Customer discounts which Participating Pharmacy usually charges customers for providing pharmaceutical services.

**“Wholesale Acquisition Cost”** or **“WAC”** means the wholesale acquisition cost of a prescription drug as listed in the Medispan weekly price updates (or any other similar publication designated by Aetna) received by Aetna.

**V. ADMINISTRATIVE SERVICES**

Subject to the terms and conditions of this Schedule, the Services to be provided by Aetna, as well as certain Customer obligations in connection thereto, are described below.

**1. General Responsibilities and Obligations**

**a. Exclusivity**

During the term of this Schedule, the Customer shall use Aetna as the exclusive provider of the Benefit Plan Design for Plan Participants covered thereby, including without limitation, for pharmacy claims processing, pharmacy network management, clinical programs, formulary management and rebate management. All terms under this Schedule and on the attached Service and Fee Schedule are conditioned on Aetna's status as the exclusive provider of the Benefit Plan Design. Any failure by the Customer to comply with this Section shall constitute a material breach of this Schedule and the Agreement. Without limiting Aetna's other rights or remedies, in the event the Customer fails to comply with this section, Aetna shall have the right to modify the terms and conditions of this Schedule, including without limitation, the financial terms set forth in the Service and Fee Schedule and any Performance Guarantees attached hereto.

**2. Pharmacy Benefit Management Services**

**a. Pharmacy Claims Processing**

- (i) On-Line Claims Processing. Aetna will perform claims processing services for Covered Services that are provided by a Participating Pharmacy after the Effective Date, and submitted electronically to Aetna's on-line claims processing system. On-Line Claim processing services shall include confirmation of coverage, performance of drug utilization review activities pursuant to this Schedule, determination of Covered Services, and adjudication of the On-Line Claims.
- (ii) DMR Claims Processing. The Plan Participant shall be responsible for the submission of DMR Claims directly to Aetna on such form(s) provided by Aetna within the timeframe specified on the description of Plan benefits. DMR Claims shall be reimbursed by Aetna based on the lesser of: (i) the amount invoiced and indicated on such DMR Claim; or (ii) the amount the Plan Participant is entitled to be reimbursed for such claim pursuant to the description of Plan benefits.

**b. Pharmacy Network Management**

- (i) Participating Retail Pharmacies. Any additions or deletions to the network of Participating Retail Pharmacies shall be made in Aetna's sole discretion. Aetna shall provide notice to the Customer of any deletions that have a material adverse impact on

Plan Participants' access to Participating Retail Pharmacies. Aetna shall direct each Participating Retail Pharmacy to (a) verify the Plan Participant's eligibility using Aetna's on-line claims system, and (b) charge and collect the applicable Cost Share from Plan Participants for each Covered Service. Aetna will adjudicate On-Line Claims for Covered Services from Participating Retail Pharmacies using the negotiated rates that Aetna has in place with the applicable Participating Retail Pharmacy.

- Aetna shall require each Participating Retail Pharmacy to comply with Aetna's applicable network participation requirements. Aetna does not direct or otherwise exercise any control over the professional judgment exercised by any pharmacist dispensing prescriptions or providing pharmacy services. Participating Retail Pharmacies are independent contractors of Aetna and Aetna shall have no liability to the Customer, any Plan Participant or any other person or entity for any act or omission of a Participating Retail Pharmacy or its agents, employees or representatives.
- Aetna shall adjudicate each On-Line Claim for services rendered by a Participating Retail Pharmacy at the applicable Discount and Dispensing Fee negotiated between Aetna and the Customer. For the avoidance of doubt, the Benefit Cost paid by the Customer in connection with On-Line Claims for services rendered by Participating Retail Pharmacies may or may not be equal to the Discount and Dispensing Fees negotiated between Aetna and such pharmacies. This is considered "traditional" or "lock in" pricing.

- (ii) Aetna Mail Order Pharmacy. Aetna shall make available information regarding how Plan Participants may access and use the Aetna Mail Order Pharmacy on its internet website and via its member services call center. The Aetna Mail Order Pharmacy shall verify the Plan Participant's eligibility using Aetna's on-line claims system, and shall charge and collect the applicable Cost Share from Plan Participants for each Covered Service. The Aetna Mail Order Pharmacy generally will require that medications and supplies be dispensed in quantities not to exceed a 90-day supply, unless otherwise specified in the description of Plan benefits. If the prescription and applicable law do not prohibit substitution of a Generic Drug equivalent, if any, for the prescribed drug, or if the Aetna Mail Order Pharmacy obtains consent of the Prescriber, the Aetna Mail Order Pharmacy shall require that the Generic Drug equivalent be dispensed to the Plan Participant. Certain Specialty Products, some acute drug products or certain compounds cannot be ordered through the Aetna Mail Order Pharmacy. The Aetna Mail Order Pharmacy shall make refill reminder and on-line ordering services available to Plan Participants. Aetna and/or the Aetna Mail Order Pharmacy may promote the use of the Aetna Mail Order Pharmacy to Plan Participants through informational mailings, coupons or other financial incentives at Aetna's and/or the Aetna Mail Order Pharmacy's cost, unless otherwise agreed upon by Aetna and the Customer.

- (iii) Aetna Specialty Pharmacy. Aetna shall make available information regarding how Plan Participants may access and use the Aetna Specialty Pharmacy on its internet website and via its member services call center. The Aetna Specialty Pharmacy shall verify the Plan Participant's eligibility using Aetna's on-line claims system, and shall charge and collect the applicable Cost Share from Plan Participants for each Covered Service. The Aetna Specialty Pharmacy generally will require that Specialty Drug medications and supplies be dispensed in quantities not to exceed a 30-day supply, unless otherwise specified in the description of Plan benefits. If the prescription and applicable law do not prohibit substitution of a Generic Drug equivalent, if any, to the prescribed drug, or if the Aetna Specialty Pharmacy obtains consent of the Prescriber, the Aetna Specialty Pharmacy shall require that the Generic Drug equivalent be dispensed to the Plan Participant. The Aetna Specialty Pharmacy shall make refill reminder services available to Plan Participants. Aetna and/or the Aetna Specialty Pharmacy may promote the use of the Aetna Specialty Pharmacy to Plan Participants through informational mailings, coupons or other financial incentives at Aetna's and/or the Aetna Specialty Pharmacy's cost, unless otherwise agreed upon by Aetna and the Customer. Further information regarding Specialty Product pricing and limitations is provided in the Service and Fee Schedule.

**c. Clinical Programs**

- (i) Formulary Management. Aetna offers several versions of formulary options ("Formulary"). The formulary options implemented will be determined and communicated prior to the implementation date. Aetna grants the Customer the right to use the Formulary during the term of this Schedule solely in connection with the Plan, and to distribute or make the Formulary available to Plan Participants. The Customer acknowledges and agrees that it has sole discretion and authority to accept or reject the Formulary for the Plan. The Customer further acknowledges and agrees that the Formulary is subject to change at Aetna's sole discretion as a result of a variety of factors, including without limitation, market conditions, clinical information, cost, rebates and other factors. The Customer also acknowledges and agrees that the Formulary is the Business Confidential Information of Aetna and is subject to the requirements set forth in this Schedule and the Agreement.
- (ii) Prospective Drug Utilization Review Services. Aetna shall implement and administer as specified in the description of Plan benefits the Prospective DUR program, which may include Precertification and Step-Therapy programs and other Aetna standard Prospective DUR programs, with respect to On-Line Claims. Under these programs, Plan Participants must meet standard Aetna clinical criteria before coverage of the Prescription Drugs included in the program will be authorized; provided, however, the Customer authorizes Aetna to approve coverage of drugs for uses that do not meet

applicable clinical criteria in the event of complications, co-morbidities and other factors that are not specifically addressed in such criteria. Aetna shall perform exception reviews and authorize coverage overrides when appropriate for such programs, and other benefit exclusions and limitations. In performing such reviews, Aetna may rely solely on diagnosis and other information concerning the Plan Participant deemed credible and supplied to Aetna by the requesting provider, applicable clinical criteria and other information relevant or necessary to perform the review.

- (iii) Concurrent Drug Utilization Review Services. Aetna shall implement and administer as specified in the description of Plan benefits its standard Concurrent DUR programs with respect to On-Line Claims. Aetna's Concurrent DUR programs help Participating Pharmacies to identify potential drug interactions, duplicate drug therapy and other circumstances where prescriptions may be clinically inappropriate for Plan Participants. Aetna's Concurrent DUR programs are educational programs that are based on available clinical literature. Aetna's Concurrent DUR programs are administered using information submitted to and available in Aetna's on-line claims system, as well as On-Line Claims information submitted by the Participating Pharmacy.
- (iv) Retrospective Drug Utilization Review Services. Aetna shall implement and administer as specified in the description of Plan benefits its standard Retrospective DUR programs with respect to On-Line Claims. Aetna's Retrospective DUR programs are designed to help providers and Plan Participants identify circumstances where prescription drug therapy may be clinically inappropriate or other cost-effective drug alternatives may be available. Aetna's Retrospective DUR programs are educational programs and program results may be communicated to Plan Participants, providers and plan sponsors. Aetna's Retrospective DUR programs are administered using information submitted to and available in Aetna's On-Line Claims system, as well as On-Line Claims information submitted by the Participating Pharmacy.
- (v) Aetna Rx Check Program. If purchased by the Customer as indicated on the Service and Fee Schedule, Aetna shall administer the Aetna Rx Check Program. Aetna Rx Check programs use a rapid Retrospective DUR approach. Claims are systematically analyzed, often within 24 hours of adjudication, for possible physician outreach based on program algorithms. The specific outreach programs are designed to promote quality, cost-effective care in accordance with accepted clinical guidelines through mailings or telephone calls to physicians and Plan Participants.

Aetna Rx Check will analyze Claims on a daily basis, identify potential opportunities for quality and cost improvements, and will notify physicians or Plan Participants of those opportunities. The physician-based Aetna Rx Check programs will identify:

- Certain medications that may duplicate each other's effect;

- Certain drug to drug interactions;
- Multiple prescriptions and/or Prescribers for certain medications with the potential for misuse;
- Prescriptions for a multiple daily dose of a targeted Prescription Drug when symptoms might be controlled with a once-daily dosing; and
- Plan Participants who have filled prescriptions for brand-new medications that have an A-rated generic equivalent available that could save Plan Participants money.

Another Aetna Rx Check program will notify Plan Participants in selected plans with mail-order drug benefits when they can save money by filling maintenance prescriptions at Aetna Rx Home Delivery versus filling prescriptions at a Participating Retail Pharmacy.

- (vi) Disease Management Educational Program. If purchased by the Customer as indicated on the Service and Fee Schedule, Aetna shall administer the Disease Management Educational Program. The Disease Management Educational Program is available to customers who purchase Aetna managed prescription drug benefit management services, but not Aetna medical benefit plan services. The program consists of Plan Participant identification and outreach based on active Claims analysis for targeted risk conditions, such as asthma and diabetes. Upon identification, Plan Participants will receive a welcome kit introducing the program, complete with important information including educational materials and resources. The Customer may choose either the Asthma or Diabetes program or a combination of the two programs.
- (vii) Aetna Rx Step<sup>®</sup>. If included as indicated on the Service and Fee Schedule, Aetna Rx Step steers Plan Participants to preferred products within 13 key drug classes that have significant savings opportunities. The Customer will have the option to select all of the 13 of these drug classes, or just choose which of the 13 they want. The goal is to help keep members safe and save money, when possible.
- (viii) Aetna Rx Healthy Outcomes. If purchased by the Customer as indicated on the Service and Fee Schedule, Aetna Rx Healthy Outcomes is designed to promote drug adherence and sustained positive health outcomes for Plan Participants who survive an Acute Myocardial Infarction (heart attack), Coronary Artery Stent Placement or Acute coronary syndrome.
- (ix) Aetna Healthy Actions<sup>SM</sup> Rx Savings. If purchased by the Customer as indicated on the Service and Fee Schedule, the Aetna Healthy Actions Rx Savings program helps to reduce a Plan Participant's cost share for certain prescription drugs and can include outreach to Plan Participants and prescribing doctor to help promote adherence. It targets drugs for which compliance has been found to be most critical to realize cost

savings for Plan Participants and plan sponsors. The targeted drugs treat certain chronic conditions such as diabetes, hypertension, and asthma.

Disclaimer Regarding Clinical Programs. Aetna's clinical programs do not dictate or control providers' decisions regarding the treatment of care of Plan Participants. Aetna assumes no liability from the Customer or any other person in connection with these programs, including the failure of a program to identify or prevent the use of drugs that result in injury to a Plan Participant.

**d. Plan Participant Services and Programs**

**Internet services including Aetna Navigator and Aetna Pharmacy Website.**

Through Aetna Navigator, Plan Participants have access to the following:

- Estimating the cost of Prescription Drugs (Price a DrugSM).
- Prescription Comparison Tool – Compares the estimated cost of filling prescriptions at a Participating Retail Pharmacy to Aetna's Rx Home Delivery mail-order prescription service.
- Preferred Drug List – Available for Plan Participants who wish to review prescribed medications to verify if any additional coverage requirements apply.
- View drug alternatives for medications not on the Preferred Drug List.
- Claim information and EOBs.

Through the Aetna Pharmacy website, Plan Participants have access to the following:

- Find-A-Pharmacy – This service helps locate an Aetna participating chain or independent pharmacy on hundreds of medications and herbal remedies.
- Tips on drug safety and prevention of drug interactions.
- Answers to commonly asked questions about prescription drug benefits and access to educational videos.
- Preferred Drug List and Generic Substitution List.
- Step Therapy List.

**e. Rebate Administration**

- (i) The Customer acknowledges that Aetna contracts for its own account with pharmaceutical manufacturers to obtain Rebates attributable to the utilization of certain prescription products by Plan Participants who receive benefits from customers

for whom Aetna provides pharmacy benefit management services. Subject to the terms and conditions set forth in this Schedule, including without limitation, Aetna may pay to the Customer, Rebates based on the utilization by Plan Participants of rebateable Prescription Drugs administered and paid through the Plan Participant's pharmacy benefits.

- (ii) If the Customer is eligible to receive Rebates under this Schedule, the Customer acknowledges and agrees that Aetna shall retain the interest (if any) on, or the time value of, any Rebates received by Aetna prior to Aetna's payment of such Rebates to the Customer in accordance with this Schedule. Aetna may delay payment of Rebates to the Customer to allow for final adjustments or reconciliation of Service Fees or other amounts owed by the Customer upon termination of this Schedule.
- (iii) If the Customer is eligible to receive a portion of Rebates under this Schedule, the Customer acknowledges and agrees that such eligibility under paragraphs a. and b. above shall be subject to the Customer's and its affiliates', representatives' and agents' compliance with the terms of this Schedule, including without limitation, the following requirements:
- Election of, and compliance with, Aetna's Formulary;
  - Adoption of and conformance to certain benefit plan design requirements related to the Formulary as described in Service and Fee Schedule; and
  - Compliance with other generally applicable requirements for participation in Aetna's rebate program, as communicated by Aetna to the Customer from time to time.

The Customer further acknowledges and agrees that if it is eligible to receive a portion of Rebates under this Schedule, such eligibility shall be subject to the condition that the Customer, its affiliates, representatives and agents do not contract directly or indirectly with any other person or entity for discounts, utilization limits, Rebates or other financial incentives on pharmaceutical products or formulary programs for Claims processed by Aetna pursuant to this Agreement, without the prior written consent of Aetna. Without limiting Aetna's right to other remedies, failure by the Customer to obtain Aetna's prior written consent in accordance with the immediately preceding sentence shall constitute a material breach of the Agreement, entitling Aetna to (a) suspend payment of Rebates hereunder and to renegotiate the terms and conditions of this Agreement, and/or (b) immediately withhold any Rebates earned by, but not yet paid to, the Customer as necessary to prevent duplicative Rebates on such drugs.



## VI. IMPORTANT INFORMATION ABOUT THE PHARMACY BENEFIT MANAGEMENT SERVICES

1. The Customer acknowledges that Aetna contracts for its own account with pharmaceutical manufacturers to obtain Prescription Drug Formulary Rebates directly attributable to the utilization of certain Prescription Drugs by Plan Participants who receive Covered Services. The Rebate amounts negotiated by Aetna with pharmaceutical manufacturers vary based on several factors, including the volume of utilization, benefit plan design, and Formulary or preferred coverage terms. Aetna may offer the Customer an amount of Rebates on Prescription Drugs that are administered and paid through the Plan Participant's pharmacy benefit. These Rebates are earned when members use drugs listed on Aetna's Formulary and preferred Specialty Products. Aetna determines each customer's Rebates based on actual Plan Participant utilization of those Formulary and preferred Specialty Products for which Aetna also has manufacturer Rebate contracts. The amount of Rebates will be determined in accordance with the terms set forth in the Customer's Pharmacy Service and Fee Schedule.

Rebates for Specialty Products that are administered and paid through the Plan Participant's medical benefit rather than the Plan Participant's pharmacy benefit will be retained by Aetna as compensation for Aetna's efforts in administering the preferred Specialty Products program. Pharmaceutical rebates earned on Prescription Drugs and Specialty Products administered and paid through the Plan Participant's pharmacy benefits represent the great majority of Rebates.

A report indicating the Plan's Rebate payments, broken down by calendar quarter, is included with each remittance received under the program, and is also available upon request. Remittances are distributed as outlined in the Pharmacy Service and Fee Schedule. Interest (if any) received by Aetna prior to allocation to eligible self-funded customers is retained by Aetna.

Any material plan changes impacting administration, utilization or demographics may impact Rebate projections and actual Rebates received. Aetna reserves the right to terminate or change this program prior to the end of any Agreement Period for which it is offered if: (a) there is any legal, legislative or regulatory action that materially affects or could affect the manner in which Aetna conducts its Rebate program; (b) any material manufacturer Rebate contracts with Aetna are terminated or modified in whole or in part; or (c) the Rebates actually received under any material manufacturer Rebate contract are less than the level of Rebates assumed by Aetna for the applicable Agreement Period. If there is any legal action, law or regulation that prohibits, or could prohibit, the continuance of the Rebate program, or an existing law is interpreted to prohibit the program, the program shall terminate automatically as to the state or jurisdiction of such law or regulation on the effective date of such law, regulation or interpretation.

2. The Customer acknowledges that from time to time, Aetna receives other payments from Prescription Drug manufacturers and other organizations that are not Prescription Drug Formulary Rebates and which are paid separately to Aetna or designated third parties (e.g., mailing vendors, printers). These payments are to reimburse Aetna for the cost of various educational programs. These programs are designed to reinforce Aetna's goals of maintaining access to quality, affordable health care for Plan Participants and the Customer. These goals are typically accomplished by educating physicians and Plan

Participants about established clinical guidelines, disease management, appropriate and cost-effective therapies, and other information. Aetna may also receive payments from Prescription Drug manufacturers and other organizations that are not Prescription Drug Formulary Rebates as compensation for bona fide services it performs, such as the analysis or provision of aggregated information regarding utilization of health care services and the administration of therapy or disease management programs.

These other payments are unrelated to the Prescription Drug Formulary Rebate arrangements, and serve educational as well as other functions. Consequently, these payments are not considered Rebates, and are not included in the Rebates provided to the Customer, if any.

3. The Customer acknowledges that in evaluating clinically and therapeutically similar Prescription Drugs for selection for the Formulary, Aetna reviews the costs of Prescription Drugs and takes into account Rebates negotiated between Aetna and Prescription Drug manufacturers. Consequently, a Prescription Drug may be included on the Formulary that is more expensive than a non-Formulary alternative before any Rebates Aetna may receive from a Prescription Drug manufacturer are taken into account. In addition, certain Prescription Drugs may be chosen for Formulary status because of their clinical or therapeutic advantages or level of acceptance among physicians even though they cost more than non-Formulary alternatives. The net cost to the Customer for Covered Services will vary based on: (i) the terms of Aetna's arrangements with Participating Pharmacies; (ii) the amount of the Cost Share obligation under the terms of the Plan; and (iii) the amount, if any, of Rebates to which the Customer is entitled under this Schedule and Service and Fee Schedule. As a result, the Customer's actual claim expense per prescription for a particular Formulary Prescription Drug may in some circumstances be higher than for a non-Formulary alternative.

In Plans with Cost Share tiers, use of Formulary Prescription Drugs generally will result in lower costs to Plan Participants. However, where the Plan utilizes a Cost Share calculated on a percentage basis, there could be some circumstances in which a Formulary Prescription Drug would cost the Plan Participant more than a non-Formulary Prescription Drug because: (i) the negotiated Participating Pharmacy payment rate for the Formulary Prescription Drug may be more than the negotiated Participating Pharmacy payment rate for the non-Formulary Prescription Drug; and (ii) Rebates received by Aetna from Prescription Drug manufacturers are not reflected in the cost of a Prescription Drug obtained by a Plan Participant.

4. The Customer acknowledges that Aetna contracts with Participating Retail Pharmacies directly or through a pharmacy benefit management ("PBM") subcontract to provide the Customer and Plan Participants with access to Covered Services. The prices negotiated and paid by Aetna or PBM to Participating Retail Pharmacies vary among Participating Retail Pharmacies in Aetna's network, and can vary from one pharmacy product, plan or network to another.

Under this Schedule and Service and Fee Schedule, the Customer and Aetna have negotiated and agreed upon a uniform or "lock-in" price to be paid by the Customer for all claims for Covered Services

dispensed by Participating Retail Pharmacies. This uniform price may exceed or be less than the actual price negotiated and paid by Aetna to the Participating Retail Pharmacy or PBM for dispensing Covered Services. Where the uniform price exceeds the actual price negotiated and paid by Aetna to the Participating Retail Pharmacy or PBM for dispensing Covered Services, Aetna realizes a positive margin. In cases where the uniform price is lower than the actual price negotiated and paid by Aetna to the Participating Retail Pharmacy or PBM for dispensing Covered Services, Aetna realizes a negative margin. Overall, lock-in pricing arrangements result in a positive margin for Aetna. Such margin is retained by Aetna in addition to any other fees, charges or other amounts agreed upon by Aetna and the Customer, as compensation for the pharmacy benefit management services Aetna provides to the Customer. Also, when Aetna receives payment from the Customer before payment to a Participating Pharmacy or the PBM, Aetna retains the benefit of the use of the funds between these payments.

5. The Customer acknowledges that Covered Services under a Plan may be provided by Aetna Mail Order Pharmacy and Aetna Specialty Pharmacy. In such circumstances, Aetna Mail Order Pharmacy refers to Aetna Rx Home Delivery, LLC, and Aetna Specialty Pharmacy refers to Aetna Specialty Pharmacy, LLC, both of which are subsidiaries of Aetna that are licensed Participating Pharmacies. Aetna's negotiated reimbursement rates with Aetna Mail Order Pharmacy and Aetna Specialty Pharmacy, which are the rates made available to the Customer, generally are higher than the pharmacies' cost of fulfilling orders of Prescription Drugs and Specialty Products and providing Covered Services and therefore these pharmacies realize an overall positive margin for the Covered Services they provide. To the extent Aetna Mail Order Pharmacy and Aetna Specialty Pharmacy purchase Prescription Drugs and Specialty Products for their own account, the cost therefor takes into account both up-front and retrospective purchase discounts, credits and other amounts that they may receive from wholesalers, manufacturers, suppliers and distributors. Such purchase discounts, credits and other amounts are negotiated by Aetna Mail Order Pharmacy, Aetna Specialty Pharmacy or their affiliates for their own account and are not considered Rebates paid to Aetna by manufacturers in connection with Aetna's Rebate program.
6. The Customer acknowledges that Aetna generally pays Participating Pharmacies (either directly or through PBM) for Brand Drugs whose patents have expired and their Generic Drug equivalents at a single, fixed price established by Aetna (Maximum Allowable Cost or MAC). MAC pricing is designed to help promote appropriate, cost-effective dispensing by encouraging Participating Pharmacies to dispense equivalent Generic Drugs where clinically appropriate. When a Brand Drug patent expires and one or more generic alternatives first become available, the price for the Generic Drug(s) may not be significantly less than the price for the Brand Drug. Aetna reviews the drugs to determine whether to pay Participating Pharmacies (or PBM) based on MAC or continue to pay Participating Pharmacies (or PBM) on a discounted fee-for-service basis, typically a percentage discount off of the listed Average Wholesale Price of the drug (AWP Discount). This determination is based in part on a comparison under both the MAC and AWP Discount methodologies of the relative pricing of the Brand and Generic Drugs, taking into account any Rebates Aetna may receive from Prescription Drug manufacturers in connection with the Brand Drug. If Aetna determines that under AWP Discount pricing the Brand Drug is less expensive (after taking into account manufacturer Rebates Aetna receives) than the generic

alternative(s), Aetna may elect not to establish a MAC price for such Prescription Drugs and continue to pay Participating Pharmacies (or PBM) according to an AWP Discount.

In some circumstances, a decision not to establish a MAC price for a Brand Drug and its generic equivalents dispensed by Participating Pharmacies could mean that the cost of such Prescription Drugs for the Customer is not reduced. In addition, there may be some circumstances where the Customer could incur higher costs for a specific Generic Drug ordered through Aetna Mail Order Pharmacy than if such Generic Drug were dispensed by a Participating Retail Pharmacy. These situations may result from: (i) the terms of Aetna's arrangements with Participating Pharmacies (or PBM); (ii) the amount of the Cost Share; (iii) reduced retail prices and/or discounts offered by Participating Pharmacies to patients; and (iv) the amount, if any, of Rebates to which the Customer is entitled under the Schedule and the Service and Fee Schedule.

Prescription Drugs falling within the definition of the Mail Order Exceptions List may be excluded from the reconciliation of its standard pharmacy Discount and Dispensing Fee financial guarantees.

## VII. AUDIT RIGHTS

### 1. General Pharmacy Audit Terms and Conditions

a. Subject to the terms and conditions set forth in this Schedule, the Agreement and the Service and Fee Schedule, the Customer shall be entitled to have audits performed on its behalf (hereinafter "**Pharmacy Audits**") to verify that Aetna has processed Claims submitted by Participating Pharmacies or a Pharmacy benefits manager under contract with Aetna, in accordance with this Agreement. Pharmacy Audits must be performed at Aetna's Minnetonka, MN location, or by electronic audit.

b. Additional Terms and Conditions

(i) Auditor Qualifications and Requirements specific to Pharmacy Audits

All Pharmacy Audits shall be performed solely by third party auditors meeting the qualifications and requirements of the Agreement, this Schedule and the Service and Fee Schedule. In addition the requirements set forth in section 11, Audit Rights of the Agreement, the auditor chosen by the Customer must be mutually agreeable to both the Customer and Aetna. Auditors may not be compensated on the basis of a contingency fee or a percentage of overpayments identified, in accordance with the provisions of Section 8.207 through 8.209 of the International Federation of Accountant's (IFAC) Code of Ethics For Professional Accountants (Revised 2004).

(ii) Closing Meeting

In the event that Aetna and the Customer's auditors are unable to resolve any such disagreement regarding draft Pharmacy Audit findings, either Aetna or the Customer shall have the right to refer such dispute to an independent third-party auditor meeting the requirements of the Agreement, this section VII, and the Service and Fee Schedule and selected by mutual agreement of Aetna and the Customer. The parties shall bear equally the fees and charges of any such independent third-party auditor, provided however that if such auditor determines that Aetna or the Customer's auditor is correct, the non-prevailing party shall bear all fees and charges of such auditor. The determination by any such independent third-party auditor shall be final and binding upon the parties, absent manifest error, and shall be reflected in the final Pharmacy Audit report.

**2. Additional Pharmacy Claim Audit Terms and Conditions**

Claim audits are subject to the above referenced audit standards in the case of a physical, on-site, Claim-based audit. In the case of electronic Claim audits that follow standard pharmacy benefit audit practices where electronic re-adjudication of Claims is requested and processed off-site, the Customer may elect to audit 100% of claims. The Customer is entitled to only one annual Claim audit.

## **BEHAVIORAL HEALTH SERVICES SCHEDULE**

### **TO THE MASTER SERVICES AGREEMENT EFFECTIVE January 1, 2018**

Subject to the terms and conditions of the Agreement, the Services available from Aetna are described below. Unless otherwise agreed in writing, only the Services selected by the Customer in the Service and Fee Schedule (as modified by Aetna from time to time pursuant to section 4, Service Fees, of the Agreement) will be provided by Aetna. Additional Services may be provided at the Customer's written request under the terms of the Agreement. This Schedule shall supersede any previous document(s) describing the Services.

#### **II. CLAIM FIDUCIARY**

The Customer and Aetna agree that with respect to Section 503 of the Employee Retirement Income Security Act of 1974, as amended, or applicable state law as appropriate, Aetna will be the "appropriate named fiduciary" of the Plan for the purpose of reviewing denied claims under the Plan. The Customer understands that the performance of fiduciary duties under ERISA, or applicable state law as appropriate, necessarily involves the exercise of discretion on Aetna's part in the determination and evaluation of facts and evidence presented in support of any claim or appeal. Therefore, and to the extent not already implied as a matter of law, the Customer hereby delegates to Aetna discretionary authority to determine entitlement to benefits under the applicable Plan documents for each claim received, including discretionary authority to determine and evaluate facts and evidence, and discretionary authority to construe the terms of the Plan. It is also agreed that, as between the Customer and Aetna, Aetna's decision on any claim is final and that Aetna has no other fiduciary responsibility.

#### **II. EXTERNAL REVIEW**

The Customer has chosen to support the external review process through the use of their own vendors. If Aetna makes the final level internal review decision, Aetna will direct the Plan Participant to the Customer for external review requests. If the Customer makes the final level internal appeal decision, the Customer will direct the Plan Participant as to how and when to file and external review request.

#### **III. ADDITIONAL AUDIT GUIDELINES**

Aetna is not responsible for paying the Customers' audit fees or the costs associated with an audit. Aetna will bear its own expenses associated with an audit; provided (i) the on-site portion of the audit is completed within five days, and (ii) the sample size is no more than 250 claims. Aetna will notify the Customer prior to the audit, if an audit request would require an additional payment from the Customer for any audits in excess of the aforementioned thresholds.

#### **IV. CARE MANAGEMENT SERVICES Utilization Management**

**a. Inpatient and Outpatient Precertification:**

A process for collecting information prior to an inpatient confinement (Inpatient Precertification) or selected ambulatory procedures, surgeries, diagnostic tests, home health care and durable medical equipment (Outpatient Precertification). The precertification process permits eligibility verification/confirmation, initial determination of coverage, and communication with the physician and/or Plan Participant in advance of the provision of the procedure, service or supply at issue.

Outpatient precertification is not applicable to Indemnity or PPO Products.

**b. Concurrent Review:**

Concurrent review encompasses those aspects of patient management that take place during the provision of services at an inpatient level of care or during an ongoing outpatient course of treatment. The concurrent review process includes obtaining information regarding the care being delivered; assessing the clinical condition, providing benefit determination, identifying continuing care needs to facilitate appropriate discharge plans, and identifying Plan Participants for other specialty programs such as Case Management or Disease Management.

**c. Discharge Planning:**

This is an interdisciplinary process that assists Plan Participants as their medical condition changes and they transition from the inpatient setting. Discharge planning may be initiated at any stage of the patient management process. Assessment of potential discharge planning needs begins at the time of notification, and coordination of discharge plans commences upon identification of post discharge needs during precertification or concurrent review. This program may include evaluation of alternate care settings and identification of care needed after discharge. The goal is to provide continuing quality of care and to avoid delay in discharge due to lack of outpatient support.

**d. Retrospective Review:**

Retrospective review is the process of reviewing coverage requests for initial certification after the service has been provided or when the Plan Participant is no longer in-patient or receiving the service. Retrospective review includes making coverage determinations for the appropriate level of service consistent with the Plan Participant's needs at the time the service was provided after confirming eligibility and the availability of benefits within the Plan Participant's benefit plan.

Not all services are subject to utilization management. Aetna maintains the discretion as to the particular level and intensity of these utilization management programs. The services subject to utilization review may vary from time to time.

**V. BEHAVIORAL HEALTH SERVICES**

**1. Managed Behavioral Health:**

A set of services that includes both inpatient and outpatient care management.

- Inpatient Care Management provides phone-based utilization review of inpatient behavioral health (mental health and chemical dependency) admissions intended to contain confinements to appropriate lengths, assure medical necessity and appropriateness of care, and control costs. Inpatient Care Management provides precertification, concurrent review and discharge planning of inpatient behavioral health admissions. These services also include identification of Plan Participants for referral to a Behavioral Health Condition Management program.
- Outpatient Care Management includes precertification on a limited number of selected services. Where precertification is required, the request for services is reviewed against a set of criteria established by clinical experts and administered by trained staff, in order to determine coverage of the proposed treatment. Where precertification is not required, cases are identified for Outpatient Case Management through the application of clinical algorithms.

## 2. Behavioral Health Condition Management

The Aetna Behavioral Health Condition Management program identifies and engages Employees diagnosed with high-risk acute and chronic behavioral health conditions. Employees enrolled in the program get support with behavior change to improve overall functioning and wellness, which keeps them involved in and compliant with their treatment. The program promotes active collaboration and coordination of everyone involved in the Employee's medical and behavioral health care, including providers, family, friends and other Aetna clinical programs.

Base Level Program (Embedded) - Triggers include: high cost claimants, re-admissions, and multiple diagnoses/co-morbidities.

High Level Program (Optional)

This option includes quarterly utilization reports. Triggers include: base embedded triggers plus, medical or behavioral health diagnosed conditions, inpatient admission, ER visits for behavioral health.

## 3. AbilTo

AbilTo performs outreach, on behalf of Aetna, to offer Plan Participants with certain medical conditions or those going through certain life changes, an alternative treatment setting. Outreach is made to offer behavioral health support to Plan Participants using web-based videoconferencing, online interface or telephone support, instead of a face-to-face office visit. AbilTo provides condition-specific, structured, fixed duration support. AbilTo is an in-network provider and its clinical team consists of therapists and behavioral health coaches. Each web-based videoconferencing session, online interface or telephone support session, is subject to Plan terms applicable to a behavioral health office visit, including cost share, deductible, etc.

## VI. TECHNOLOGY/WEB TOOLS

### 1. DocFind®

Aetna's online participating provider directory--updated daily -- that anyone can use to locate network physicians and other health care providers such as dentists, optometrists, hospitals and pharmacies.



**2. Aetna Navigator®**

Aetna Navigator is a secure Employee website that can be used as an online resource for personalized health and financial information.

**3. Web-Chat Technology – Virtual Assistant Ann**

Aetna’s virtual assistant, nicknamed Ann, assists Plan Participants with the Aetna Navigator registration process, log in questions, or assists those who have forgotten their user name or password.

**4. iTriage®**

iTriage is a mobile decision support tool that is designed to increase in-network usage by Plan Participants and assist employers in managing health care costs, while providing employees with a range of appropriate treatment options. It is designed to assist Plan Participants answer the three most common medical questions: *What could be wrong?; Where can I go for treatment?; Where can I go according to my plan?* It is a unique symptom-to-provider pathway that helps Plan Participants search symptoms, conditions, and treatment options and helps them determine the most appropriate level of care in or out of their Aetna provider network.

**Customer Requirements:**

- Customer will be responsible for coordinating the marketing of the iTriage application to their employees for adoptions, including communicating iTriage marketing materials to employees.
- If Customer Co-Branding is included, Customer shall provide Aetna with two forms of their logo (one for use with a dark background, and another for use with a light background) in vector format no later than 30 days prior to the iTriage launch date, or as mutually agreed by the Parties. Failure to do so may result in delay in implementation.
- Customer must provide all input and materials reasonably necessary for implementation of any customizations, if applicable, no later than 30 days prior to the iTriage launch date, or as mutually agreed by the Parties. Failure to do so may result in delay in implementation.

**5. Aetna Behavioral Health Website**

Aetna Behavioral Health website provides Plan Participants, Customers and behavioral health providers with a single resource to address a variety of behavioral health care needs. This website offers information on topics such as eating disorders, depression, alcoholism, schizophrenia, bipolar disorder, dementia, anxiety and other disorders, as well as interactive self-assessments and tips for helping people deal with the emotions related to these disorders. This site can be accessed via [www.aetnabehavioralhealth.com](http://www.aetnabehavioralhealth.com).

## **VII. OTHER SERVICES**

### **1. Teladoc**

Teladoc is a vendor that provides access to physicians who are under contract with Teladoc, to provide consultations for non-urgent care needs by telephone. The physicians made available through the Teledoc program are independent contractors and are neither employees nor agents of Teladoc or Aetna.

### **2. ID Cards**

Upon the Customer's request, Aetna will include third party vendor information on Plan Participant identification cards. In such event, the Customer shall indemnify Aetna, its affiliates and their respective directors, officers, and employees from that portion of any actual third party loss (including reasonable attorney's fees) resulting from the inclusion of such third party vendor information on identification cards

## DeLoach, Lori

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**From:** Aguirre, Catherine <craguirre@aetna.com>  
**Sent:** Tuesday, August 07, 2018 6:43 PM  
**To:** Jones, Natalie Gonder  
**Subject:** RE: RFP170082LKD Medical Prescription Contract - Verbiage

Agree to make changes.

---

**From:** Jones, Natalie Gonder  
**Sent:** Tuesday, August 07, 2018 12:10 PM  
**To:** Aguirre, Catherine  
**Subject:** FW: RFP170082LKD Medical Prescription Contract - Verbiage  
**Importance:** High

Cathy – can you please send me an email indicating you approve of the attached page being switched in the signed contract? There was a scrivener’s error in the previous version, and we needed to change a sentence in section (E) that the contract would be “governed by Florida law”. The previous version just said the contract would be “governed by Florida” and left out the word “law”.

Thanks,  
Natalie

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**Natalie Gonder Jones**  
Senior Account Executive  
Public Sector & Labor Division  
(813) 775-0345 - office  
(813) 951-5254 - cell  
(813) 775-0613 - fax  
[GonderN@aetna.com](mailto:GonderN@aetna.com)

**NOTICE TO RECIPIENT(S) OF INFORMATION:**

Information disclosed to you pertaining to certain conditions, such as treatment for alcohol or drug abuse, HIV/AIDS and other sexually transmitted diseases, behavioral health, and genetic marker information is protected by various federal and state laws which prohibit any further disclosure of this information by you without the express written consent of the person to whom it pertains or as otherwise permitted by such laws. Any unauthorized further disclosure in violation of state or federal law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is NOT sufficient consent for release of these types of information. The federal rule at 42 CFR Part 2 restricts use of the information disclosed to criminally investigate or prosecute any alcohol or drug abuse patient.

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**From:** DeLoach, Lori [mailto:LDeLoach@leegov.com]  
**Sent:** Tuesday, August 07, 2018 10:55 AM  
**To:** Jones, Natalie Gonder  
**Subject:** [EXTERNAL] RE: RFP170082LKD Medical Prescription Contract - Verbiage

\*\*\*\* External Email - Use Caution \*\*\*\*

Thanks for the updated page. We will also need an email from the signer to replace the page, please.

Regards,  
Lori DeLoach, CPPB  
Lee County Procurement Management

1500 Monroe Street, 4<sup>th</sup> Floor  
Fort Myers, FL 33901  
(This is the Lee County Public Works Building)  
Main Line: 239-533-8881  
Fax Line: 239-485-8383  
Direct Line: 239-533-8858

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**From:** Jones, Natalie Gonder <GonderN@AETNA.com>  
**Sent:** Tuesday, August 07, 2018 10:30 AM  
**To:** Deloach, Lori <LDeloach@leegov.com>  
**Subject:** [EXTERNAL] RE: RFP170082LKD Medical Prescription Contract - Verbiage

Hi Lori –

In the chaos of returning to the office, we somehow missed this email! I apologize.

Please see the revised page with “law” added in that was an unintended “Scriverens” error.

Thanks,  
Natalie

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**Natalie Gonder Jones**  
Senior Account Executive  
Public Sector & Labor Division  
(813) 775-0345 - office  
(813) 951-5254 - cell  
(813) 775-0613 - fax  
[GonderN@aetna.com](mailto:GonderN@aetna.com)

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---

**From:** Deloach, Lori [<mailto:LDeloach@leegov.com>]  
**Sent:** Wednesday, July 25, 2018 11:22 AM  
**To:** Jones, Natalie Gonder  
**Subject:** [EXTERNAL] RFP170082LKD Medical Prescription Contract - Verbiage

\*\*\*\* External Email - Use Caution \*\*\*\*

Good Morning Natalie,

In the process it was discovered that there was additional language that was to be updated. Please see the request below:

Contract’s request to cure:

1. Regarding the other change, which is a Scriver’s error, please ask Aetna to send you a replacement page with “Law” inserted and permission to change the page out. Please send them a scan of the existing page and ask for permission from the signer to replace the page with what they send you.

**Attorney's note: (Lee County is fine with 30 days, can disregard this section)**

This will confirm the attached PDF contains all of the language that I requested. Before we route for County execution in Section 17(E) under Governing Law, the sentence ends with the word "Florida", the sentence should read "the agreement shall be governed by Florida Law." Also, I notice in Section 16 (B)(1) Termination by Aetna, you thought 30 days was too little time and therefore wanted at least 90 days. That's it.

Please send the requested information directly to me. Thanks in advance for your assistance.

Regards,

Lori DeLoach, CPPB

Lee County Procurement Management

1500 Monroe Street, 4<sup>th</sup> Floor

Fort Myers, FL 33901

(This is the Lee County Public Works Building)

Main Line: 239-533-8881

Fax Line: 239-485-8383

Direct Line: 239-533-8858

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Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

**This e-mail may contain confidential or privileged information. If you think you have received this e-mail in error, please advise the sender by reply e-mail and then delete this e-mail immediately. Thank you. Aetna**