



# TRICARE PHARMACY RETAIL REFUND PROGRAM



## TRICARE Retail Refund Website Claim Utilization Access Guide

### I. Procedure

1. After you have logged into your account you will see the following screen, including a drop down menu listing your labeler(s).

TRICARE Retail Refunds  
Version 1.2

M DUMMY, DUMMY Logout

Select Manufacturer

DUMMY, Request Manufacturer Access

Select

2. Choose your labeler from the drop down menu and click on *Submit*.
3. From this **Data Management** page select *Data Files*, the *Year* and *Quarter* you want to view from the drop down menus as shown below. Click on *Submit*.

TRICARE Retail Refunds  
Version 1.1

M DUMMY, DUMMY Logout

Home Appendix A Feedback Edit Contact Info User Guide Coming Soon! Logout

Welcome, DUMMY1 - HAPPY Pharmaceuticals

Disputes Management

Enter the task that you want to perform and then select your year and quarter.

Summary Year Quarter Submit

Summary  
Disputes  
Data Files  
RQU/MARR  
RQU/VARR

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4. A new screen will come up showing you a list of the data files you can access. Each file will include your Standard Discount Program (SDP) or MARR files and your Additional Discount



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Program (ADP) or VARR Files, as applicable. Each Program will include the following data files:

- Overall Summary File
- Claim Detail File
- Summary File

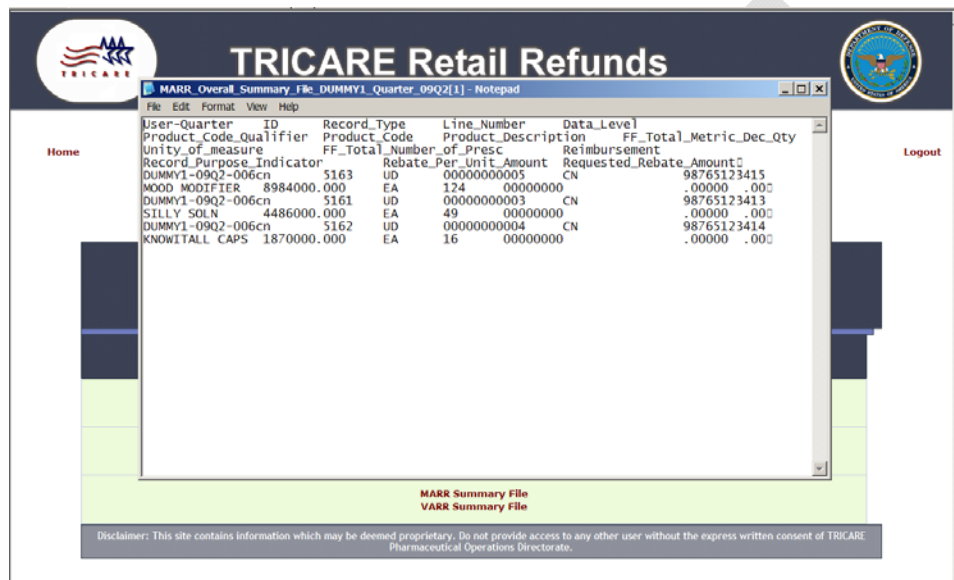


5. When you select a file a box will appear giving you the option to *Open* or *Save* your file. Save the file to a place for use later.



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6. All of the files will open in Notepad. You will need to highlight and copy everything in the document then paste it into an excel spreadsheet to manage the data.
7. Claim Detail Files are divided into separate documents of 50,000 lines each. Therefore if your data is more than 50,000 lines you will have more than one file. Each file will need to be opened and copied separately.



**TRICARE Retail Refunds**

MARR\_Overall\_Summary\_File\_DUMMY1\_Quarter\_09Q2[1] - Notepad

User-Quarter	ID	Record_Type	Line_Number	Data_Level	Product_Code	Product_Description	FF_Total_Metric_Dec_Qty	Reimbursement	Requested_Rebate_Amount
DUMMY1-09Q2-006cn	5163	UD	00000000005	CN	124	000000000	.000000	.000000	.000000
MOD MODIFIER	8984000.000	EA	00000000003	CN	49	000000000	.000000	.000000	.000000
DUMMY1-09Q2-006cn	5161	UD	00000000004	CN	16	000000000	.000000	.000000	.000000
SILLY SOLN	4486000.000	EA	00000000000	CN	16	000000000	.000000	.000000	.000000
DUMMY1-09Q2-006cn	5162	UD	00000000004	CN	16	000000000	.000000	.000000	.000000
KNOWITALL CAPS	1870000.000	EA	000000000	CN	16	000000000	.000000	.000000	.000000

MARR Summary File  
VARR Summary File

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8. To copy the entire document to an excel spreadsheet click on *Edit* and *Select All*



**TRICARE Retail Refunds**

MARR\_Overall\_Summary\_File\_DUMMY1\_Quarter\_09Q2[1] - Notepad

File Edit Format View Help

Use Pro Uni Rec DUM MOD DUM SIL DUM KNO

Undo Ctrl+Z  
Cut Ctrl+X  
Copy Ctrl+C  
Paste Ctrl+V  
Delete Del  
Find... Ctrl+F  
Find Next F3  
Replace... Ctrl+H  
Go To... Ctrl+G  
**Select All Ctrl+A**  
Time/Date F5

Record_Type	Line_Number	Data_Level	Product_Code	Product_Description	FF_Total_Metric_Dec_Qty	Reimbursement	Requested_Rebate_Amount
UD	00000000005	CN	124	000000000	.000000	.000000	.000000
EA	00000000003	CN	49	000000000	.000000	.000000	.000000
UD	00000000004	CN	16	000000000	.000000	.000000	.000000

MARR Summary File  
VARR Summary File

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9. All of the data in the document will be highlighted and you can then copy it via *Edit* and *Copy* or by using *Ctrl+C*.

TRICARE Retail Refunds

MARR Overall Summary File DUMMY1 Quarter .09Q2[1] - Notepad

File Edit Format View Help

Undo Ctrl+Z  
Cut Ctrl+X  
Copy Ctrl+C  
Paste Ctrl+V  
Delete Del  
Find... Ctrl+F  
Find Next F3  
Replace... Ctrl+H  
Go To... Ctrl+G  
Select All Ctrl+A  
Time/Date F5

Record_Type	Line_Number	Data_Level	Product_Code	Product_Description	FF_Total	Metric	Dec	Qty
UD	5163	CN	000000000003	MOOD MC	124	0	000000	00
UD	5161	CN	000000000003	SILLY SOI	49	0	000000	00
EA	5162	CN	000000000004	KNOWITA	16	0	000000	00

MARR Summary File  
VARR Summary File

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10. Once you have copied all of the data out to the clipboard you can paste it into a blank excel spreadsheet. Be sure to lengthen the width of the columns as appropriate so you can see all of the data. You can now *Save* your spreadsheet on your computer to use as needed.

Microsoft Excel - Book1

File Edit View Insert Format Tools Data Window Help Adobe PDF

Type a question for help

100%

A1 User-Quar

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
1	User-Quar ID	Record_Ty	Line_Num	Data_Level	Product_C	Product_D	Product_D	FF_Total	I	Unity_of_n	FF_Total	I	Reimburse	Record_Pt	Rebate_Pt	Requested
2	DUMMY1-	5163	UD	5	CN	9.88E+10	MOOD MC	8984000	EA	124	0	0	0	0		
3	DUMMY1-	5161	UD	3	CN	9.88E+10	SILLY SOI	4486000	EA	49	0	0	0	0		
4	DUMMY1-	5162	UD	4	CN	9.88E+10	KNOWITA	1870000	EA	16	0	0	0	0		