



## Contact Information and Requirements for Drug Programs

Please consult the appropriate section for information on sending documents to the drug programs that participate in the CDA-AMC reimbursement review processes:

- Section 1: Non-oncology drugs
- Section 2: Oncology drugs
- Section 3: Plasma protein and related products

### Section 1: Non-oncology drugs

Jurisdiction	Contact/Send Documents to:	What to Send
Alberta	Director, Professional and Industry Relations Pharmaceutical and Supplementary Health Benefits Alberta Health 10025 Jasper Avenue 11th Floor, ATB Place North Edmonton, AB, T5J 1S6 T: 780 427 2653	Three copies of all requirements on separate CDs or DVDs.
British Columbia	Director, Formulary Management Pharmaceutical Services Division BC Ministry of Health 1515 Blanshard Street Victoria, BC, V8W 3C8 T: 250 952 2589 <a href="mailto:DrugReviewProcess@gov.bc.ca">DrugReviewProcess@gov.bc.ca</a>	<p><a href="#">Submitting patented drugs and biosimilars - Province of British Columbia</a></p> <p><b>How to submit documents</b> PharmaCare accepts submissions via Dropbox or email. Review the <a href="#">relevant submission checklist</a> below to ensure you include everything required. Incomplete submissions will not be reviewed.</p> <p><b>Dropbox</b> Please email us to provide access to your secure Dropbox: <a href="mailto:DrugReviewProcess@gov.bc.ca">DrugReviewProcess@gov.bc.ca</a></p> <p><b>Email</b></p> <ul style="list-style-type: none"> <li>• <b>Compress:</b> Remove non-essential graphics, and compress the submission, preferably using <a href="#">Microsoft Windows</a></li> <li>• <b>Rename:</b> Rename the compressed file to remove the .zip extension. Government email programs reject emails with a .zip attachment</li> <li>• <b>Encrypt:</b> Encrypt the submission package using AES-128 encryption standards or better, preferably using <a href="#">Microsoft Windows</a></li> <li>• <b>Submit:</b> Send the compressed, encrypted file to <a href="mailto:DrugReviewProcess@gov.bc.ca">DrugReviewProcess@gov.bc.ca</a>. Send the decryption password to the same address in a separate email. Drug Review staff will confirm they have received the submission</li> </ul> <p>To request an alternative submission method, please email <a href="mailto:DrugReviewProcess@gov.bc.ca">DrugReviewProcess@gov.bc.ca</a></p>

Jurisdiction	Contact/Send Documents to:	What to Send
Correctional Service Canada (CSC)	Director, Health Services Correctional Service Canada 340 Laurier Ave West Ottawa, ON K1A 0P9 T: 613-996-7437	Please send an email to the GEN-NHQ Pharmacy < <a href="mailto:Pharmacy.GEN-NHQ@CSC-SCC.GC.CA">Pharmacy.GEN-NHQ@CSC-SCC.GC.CA</a> > and submit electronically preferably with access to the secure site with the materials.  Please notify via email when the drug has been submitted to CDA.
Department of National Defence	CAF Drug Plan Manager CF Health Services Group/DMedPol Carling Campus – 9N, 2nd floor 101 Colonel By Dr Ottawa ON K1A 0K2	One copy of all requirements submitted electronically.
Manitoba	MDSTC Coordinator Manitoba Health Non-Insured Benefits Branch NIBOperations@gov.mb.ca	One copy of all requirements submitted electronically.
New Brunswick	Director of Formulary Management Pharmaceutical Services Department of Health T: 506 457 3564  Send submissions to <a href="mailto:submissions@nbdrugs-medicamentsnb.ca">submissions@nbdrugs-medicamentsnb.ca</a>	One copy of all requirements submitted electronically. Refer to the drug submission process for the New Brunswick Drug Plans as outlined <a href="#">here</a> .
Newfoundland and Labrador	Director Pharmaceutical Services Division Department of Health and Community Services West Block, Confederation Building St. John's, NL, A1B 4J6 T: 709 729 6507	One copy of all requirements on a CD or DVD.
Non-Insured Health Benefits	Email: <a href="mailto:nihbdrugsubmission-soumissiondroguesdssna@sac-isc.gc.ca">nihbdrugsubmission-soumissiondroguesdssna@sac-isc.gc.ca</a>	One copy of all requirements.
Northwest Territories	Manager, Health Services Administration Territorial Services Department of Health and Social Services Bag Service #9 Inuvik, NT, X0E 0T0 T: 867 777 7404	One copy of the following requirements on a USB flash drive: <ul style="list-style-type: none"> <li>• Product monograph</li> <li>• Notice of compliance</li> <li>• Submitted price</li> </ul>
Nova Scotia	Manager, Insured Pharmaceutical Programs Nova Scotia Department of Health and Wellness Barrington Tower 1894 Barrington Street, 3 <sup>rd</sup> Floor PO Box 488 Halifax, NS, B3J 2A8 T: 902 717-8741	One copy of all requirements submitted electronically. Refer to the drug submission process for Nova Scotia Pharmacare as outlined on the following website: <a href="http://Formulary Review Pathways   novascotia.ca">Formulary Review Pathways   novascotia.ca</a>
Nunavut Territory	Not applicable	No copies

Jurisdiction	Contact/Send Documents to:	What to Send
Ontario	<p>Senior Manager, Drug Benefit Management Unit  Drug Programs Policy and Strategy Branch  Health Programs and Delivery Division  Ministry of Health  5700 Yonge Street, 3rd Floor  Toronto, ON, M2M 4K5</p> <p>Please send all submissions via email to:  DrugSubmissions.MOH@ontario.ca</p>	<p>Please send all submission requirements via email. Please refer to the Ontario Guidelines for Drug Submission and Evaluation located here. <a href="#">Guidelines</a></p>
Prince Edward Island	<p>Pharmacy Consultant  Health System Planning and Development  Department of Health and Wellness  P.O. Box 2000, 16 Fitzroy Street  Charlottetown, PE, C1A 7N8  T: 902 368 4907</p>	<p>One copy of all requirements on a CD or DVD.</p>
Saskatchewan	<p>Director, Pharmaceutical Policy and Appropriateness  Drug Plan and Extended Benefits Branch  Saskatchewan Health  3475 Albert Street, 2nd Floor East  Regina, SK, S4S 6X6  T: 306 787 3110</p>	<p>One copy of all requirements in electronic format. Pharmacoeconomic and budget impact models must be unlocked.</p> <p>Email Formulary Administrator at:  formulary@health.gov.sk.ca</p>
Veterans Affairs Canada	<p>Not applicable</p>	<p>No copies</p>
Yukon Territory	<p>Formulary Manager  Extended Benefits and Pharmaceutical Programs  Health and Social Services  Insured Health and Hearing Services (H-2)  Government of Yukon 4th Floor,  204 Lambert Street (Box 2703)  Whitehorse, YT, Y1A 2C6  T: 867-336-0138  Email: yukondrugplanformulary@yukon.ca</p>	<p>No copies</p> <p>Please notify via email  yukondrugplanformulary@yukon.ca when the drug has been submitted to CADTH</p>

## Section 2: Oncology drugs

Jurisdiction	Contact/Send Submission to:	What to Send
British Columbia	<p>USB: Attn: Lynne Nakashima, Senior Director, Provincial Pharmacy BC Cancer 600-750 West Broadway Vancouver, BC V5Z 1H1</p> <p>Secure file transfer: email instructions to: <a href="mailto:LNAKAS@bccancer.bc.ca">LNAKAS@bccancer.bc.ca</a> AND <a href="mailto:MLIN@bccancer.bc.ca">MLIN@bccancer.bc.ca</a></p>	<p>One copy of all requirements including a BC-specific budget impact analysis, on a USB or may submit electronically via secure file transfer.</p> <p>Please do not email submissions directly due to size limitations on email box.</p>
Alberta	<p>Executive Director Pharmaceutical and Health Benefits Alberta Health and Wellness 10025 Jasper Avenue, 11<sup>th</sup> Floor P.O. Box 1360, STN Main Edmonton, AB T5J 2N3</p>	<p>One copy of all requirements on a CD or DVD.</p>
Alberta	<p>Director of Pharmacy Cancer Services Holy Cross Site 2210-2nd Street SW Calgary, Alberta T25 3C3</p>	<p>One copy of all requirements on a CD or DVD.</p>
Saskatchewan	<p>Director of Oncology Pharmacy Services, Saskatchewan Cancer Agency, c/o Allan Blair Cancer Centre Pharmacy 4101 Dewdney Avenue Regina, SK S4T 7T1</p> <p>Secure file transfer: email instructions to: <a href="mailto:Pharmdirector@saskcancer.ca">Pharmdirector@saskcancer.ca</a> and <a href="mailto:megan.koolen@saskcancer.ca">megan.koolen@saskcancer.ca</a></p>	<p>Submit electronically via secure file transfer. Provide Saskatchewan-specific budget impact analysis (BIA) in addition to national/jurisdictional BIA with drop-down menu. Pharmacoeconomic and budget impact models should be unlocked.</p> <p>Please do not email submissions directly due to size limitations on email box.</p>
Manitoba	<p>MDSTC Coordinator Manitoba Health Non-Insured Benefits Branch <a href="mailto:NIBOperations@gov.mb.ca">NIBOperations@gov.mb.ca</a></p>	<p>One copy of all requirements submitted electronically. Information on submission requirements can be found here: <a href="https://www.gov.mb.ca/health/mdbif/sub.html">https://www.gov.mb.ca/health/mdbif/sub.html</a></p>
Manitoba	<p>Director of Provincial Oncology Drug Program CancerCare Manitoba 675 McDermot Avenue Winnipeg, Manitoba R3E 0V9</p>	<p>One copy of all requirements submitted electronically to <a href="mailto:mgeirnaert@cancercare.mb.ca">mgeirnaert@cancercare.mb.ca</a></p>
Ontario	<p>Director Provincial Drug Reimbursement Programs Ontario Health - Cancer Care Ontario 525 University Avenue Toronto ON M5G 2L3</p> <p>Please send via email to: <a href="mailto:oh-cco_infopdrp@ontariohealth.ca">oh-cco_infopdrp@ontariohealth.ca</a></p>	<p>One copy of all requirements and an Ontario-specific budget impact analysis. Submission content information should be consistent with what is being sent to Ontario Public Drug Programs.</p>
New Brunswick	<p>Director of Oncology Drug Programs Pharmaceutical Services Department of Health T: 506 453 4287</p> <p>Send submissions to <a href="mailto:submissions@nbdrugs-medicamentsnb.ca">submissions@nbdrugs-medicamentsnb.ca</a>.</p>	<p>One copy of all requirements submitted electronically. Refer to the drug submission process for the New Brunswick Drug Plans as outlined <a href="#">here</a>.</p>
Nova Scotia	<p>Director, Formulary and Clinical Practice Benefit Programs, Department of Health</p>	<p>One copy of all requirements submitted electronically via secure email</p>

	and Wellness <a href="mailto:Pharm.serv@novascotia.ca">Pharm.serv@novascotia.ca</a>	
Nova Scotia	Systemic Therapy Pharmacist Nova Scotia Cancer Care Program <a href="mailto:Amanda.daniels@nshealth.ca">Amanda.daniels@nshealth.ca</a>	One copy of all requirements submitted electronically via secure email
Prince Edward Island	Pharmacist Manager Pharmaceutical Services Department of Health and Wellness 16 Fitzroy Street, Charlottetown 3 <sup>rd</sup> floor Sullivan Building Prince Edward Island, C1A 7N8	One copy of all requirements submitted electronically.
Prince Edward Island	Pharmacy Manager - Oncology Queen Elizabeth Hospital PEI Cancer Treatment Centre 60 Riverside Dr Charlottetown, PE C1A 8T5	One copy of all requirements submitted electronically.
Newfoundland and Labrador	Director Department of Health and Community Services, Pharmaceutical Services Division, Newfoundland and Labrador 1 <sup>st</sup> Floor, West Block, Confederation Bldg St. John's, NL A1B 4J6	One copy of all requirements on a CD or DVD.
Newfoundland and Labrador	Provincial Pharmacy Manager, Oncology Value and Access Pharmacy Program, NL Health Services Dr. H. Bliss Murphy Cancer Centre 300 Prince Philip Drive St. John's, NL A1B 3V6	One copy of all requirements including an NL-specific budget impact analysis, electronically via secure file transfer.
Non-Insured Health Benefits	Email: <a href="mailto:nihbddrugsubmission-soumissiondroguesdssna@sac-isc.gc.ca">nihbddrugsubmission-soumissiondroguesdssna@sac-isc.gc.ca</a>	One copy of all requirements.

### Section 3: Plasma protein and related products

Jurisdiction	Contact/Send Submission to:	What to Send
Canadian Blood Services	Formulary Manager – Plasma Protein and Related Products Canadian Blood Services 1800 Alta Vista Drive, Ottawa, ON K1G 4J5 Email: <a href="mailto:PPRPFormularyProgram@blood.ca">PPRPFormularyProgram@blood.ca</a>	Supplier should contact the Canadian Blood Services to request the Product Submission Requirement list and SharePoint link where material can be uploaded.