

## Viewing the Massachusetts Medicaid Formulary

To view the Massachusetts Medicaid (MassHealth) formulary when prescribing for a particular patient, you must first associate the patient with MassHealth in the Internet Browser or Pocket PC versions of PocketScript. Currently, insurance information cannot be modified in the BlackBerry version.

Note: If the patient subsequently becomes insured with an insurance plan affiliated with RxHub, PocketScript will automatically change the patient's insurance information and the formulary displayed to the new plan. If the patient joins a plan that is not affiliated with RxHub, you can enter the plan manually following the same procedures described below.

### Internet Browser version

1. Select **Patient Maintenance** on the **Maintenance Pages** screen.  
The **Search Patient** screen appears.
2. Enter the first few letters of the patient's last name.  
If the name is a common one, you may also opt to enter the first few letters of the patient's first name.  
Click **Search**.  
Any records meeting the criteria are displayed.
  - New patients - no records matched  
Click **Add a Patient** and a blank Patient Information form appears.  
Enter the patient's data and proceed to 3 below.
  - Current patients  
Click the **See Patient page** link of the desired patient.
3. Search for MassHealth by clicking **Search Insurance Companies**.  
The Search Insurance screen appears.
  - Type *mass* (the first few letters of the insurance name) and click **Search**.  
The Insurance Search Results screen appears.
  - Scroll if necessary to reveal **MASSHEALTH** and click its associated **Click to select this insurance** link.
  - You are returned to the Patient Information screen and **MassHealth** appears for Insurance Name.

- Click **Save Info**.  
A confirmation screen appears.  
Click **OK**.
4. Click **Back to Search Page** to add MassHealth for another patient.

#### **Pocket PC Version**

1. On the Choose Patient screen, use Name, Chart, or Waiting to select the patient.
2. Tap **Modify** and the first patient information screen appears.
  - Tap **Next>** to view the second patient information screen.
  - Tap **Insurance**.  
The Search Insurance screen appears.
  - Use the keyboard to enter *mass* in the Insurance field and tap **Go**.
  - Scroll to reveal **MassHealth** and tap to highlight it.
  - Tap **Select** and you are returned to the first patient information screen.
  - Tap **Save**.  
A Confirmation Screen appears.
  - Tap **OK** in the upper right corner.  
You are returned to the Select Patient screen.
3. The patient is highlighted.  
Tap **Select** to proceed and write a prescription.

#### **BlackBerry Version**

Currently, insurance information cannot be modified in the BlackBerry version.  
Use the Internet Browser version to modify insurance information.