



Memorandum

Date: August 20, 2026
To: All Yukon Pharmacies
From: Insured Health
Subject: Submitting Claims for PrEP

Dear Pharmacists,

Health and Social Services would like to clarify the procedures that pharmacies are required to follow when a prescription (Rx) for HIV Pre-Exposure Prophylaxis (PrEP) is received.

Please follow these steps:

- 1. Submit the prescription:** Once you receive a Rx for PrEP from the prescribing physician, please fax the prescription to Extended Benefits for pre-approval.
- 2. Provide private insurance information:** Please indicate whether the client has private insurance and provide the relevant insurance information, if applicable.
- 3. Await confirmation:** Once all required documentation and information have been received, Extended Benefits will review the request, confirm the client's eligibility, and fax a confirmation back to the pharmacy.
- 4. Submit claim:** Once approval has been confirmed, please submit the claim to ihfinance@yukon.ca for processing and payment.

We appreciate your cooperation in following these procedures and helping ensure that PrEP requests are processed efficiently.

Thank you,

The Extended Benefits Team
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