A division of the National Community Pharmacists Association, the National Institute for Pharmacist Care Outcomes (NIPCO) is the national accrediting body for Pharmacist Care education and training certificate programs leading to the Pharmacist Care Diplomate® credential, and the leading authority in assisting community pharmacists with developing new niche markets in disease management, disease prevention, and wellness or more generally referred to as Pharmacist Care.
# TABLE OF CONTENTS

## Services
- NIPCO Affiliate—NEW! .................................................................3
- Pharmacist Care Diplomate® Credential ..........................................3
- Program Approval Guidelines ..........................................................3

## Publications
- Pharmacist Care Manual: Diabetes ..................................................4
- Communicating Pharmacist Care to Managed Care ............................4
- The Pharmacy Technician Training Program
  COMING SOON! .................................................................................5
- Developing a Pharmacist Care Practice: A New Millennium in Pharmacy 5
- Marketing Your Professional Services: A Sales-Oriented Approach—NEW! 6
- OSHA Exposure Control Plan ............................................................6
- NIPCO Pharmacist Care Diplomate Brochure—NEW! ...........................7
- Men's Health 'Know Your Score' Brochures .........................................7
- Men's Health Risk Assessment Tool (MHRAT) .....................................7

## Billing Tools
- Pricing Pharmacist Care Services ....................................................8
- CMS-1500 Claim Form ......................................................................8
- X12N 837 Health Care Claim: Pharmacy Professional Services
  Companion Guide ...........................................................................9
- Pharmacist Care Claim Form User's Manual: A Guide to Pharmacist Care
  Compensation and Documentation, 3rd Edition .................................9

## NIPCO Continuing Education 'Home Study' Certificate Programs
- Building a Biotechnology Specialty Products Business:
  A Focus on Rheumatoid Arthritis (15 CE Hours) .................................10
- Cardiovascular Care, 3rd Edition (15 CE Hours)—
  NEW! (NISPC Dyslipidemia Exam Study Guide) ..................................11
- Diabetes Care, 3rd Edition (16 CE Hours)—
  NEW! (NISPC Diabetes Exam Study Guide) .........................................12
- Home Infusion Pharmacy (27 CE Hours) ............................................13
- Men's Health Care (15 CE Hours)—NEW! .........................................14
- Therapeutic Footcare (24 CE Hours)—NEW! .......................................15

## NIPCO Continuing Education 'Live' Certificate Programs
- Arthritis and Pain Care .....................................................................15
- Cardiovascular Care ..........................................................................15
- Diabetes Care ....................................................................................16-20
- Immunizations ..................................................................................15
- Lipid Management ............................................................................15
- Nutrition and Weight Management ..................................................15
- Osteoporosis Care ............................................................................15
- Respiratory Care ..............................................................................15
- Therapeutic Footcare .........................................................................16

## NIPCO Website
- www.nipco.org ..................................................................................16

## NIPCO Affiliate Application ..............................................................17

## NIPCO Order Form ............................................................................18
SERVICES

NIPCO Affiliate—NEW!

The NIPCO Affiliate Program was designed to impart a specialized experience beyond what can be obtained through NIPCO education programs focused on expanding community pharmacy-based disease management (DSM)/wellness niches. NIPCO Affiliate benefits include:

- Access to Consultative Services for advice from experts on DSM/wellness niches
- Online Peer-to-Peer Forums (Email Communication Network) to network with colleagues about DSM ideas and challenges
- Affiliate Showcase/Locator Service profiling each NIPCO Affiliate pharmacy and the specialized services offered
- Affiliate-Only web pages on NCPA’s website that include an online Pharmacist Care Pricing Tool and online access to archives of the “Inside Pharmacist Care” column on DSM billing cases and DSM marketplace issues
- Discounts on NIPCO products*
- Recognition of a featured NIPCO Affiliate-of-the-Month

To become a NIPCO Affiliate, complete the Application Form attached to this Product Guide or go online to www.nipco.org

*Excludes live programs, CE test processing fees, and some select products.

Pharmacist Care Diplomate® Credential

Broaden your disease management experience and gain recognition through the NIPCO Pharmacist Care Diplomate Credential. Complete a minimum of 45 hours—15 hours in each of three (3) different NIPCO-accredited disease management/wellness certificate programs to achieve Pharmacist Care Diplomate status, a preeminent ranking in disease management. Refer to the NIPCO-accredited home study and live certificate programs available in this Product Guide or go online to www.nipco.org

Program Approval Guidelines

This document provides guidelines to those parties interested in obtaining NIPCO accreditation for Pharmacist Care educational certificate programs. These guidelines are meant to provide base-line requirements for NIPCO approval, as well as basic parameters for pharmacist care/disease management and wellness certificate program development. NIPCO approval shall be granted for a two-year period. The program application fee is $750. To access the Program Approval Guidelines online, see www.nipco.org, or for a printed copy call NIPCO at 800-544-7447.

Price: .................................................................FREE
PUBLICATIONS

Pharmacist Care Manual: Diabetes

Step-by-step protocols to assure the consistent delivery of effective patient care and the efficient documentation of key patient health outcomes information. Twelve patient care modules direct pharmacists to perform specific activities during scheduled patient visits:

- Therapeutic Objectives and Overview
- Patient Qualification and Enrollment
- Introduction to Diabetes and Medication Review
- Blood Glucose Self-Monitoring
- Avoiding Complications
- Eye, Foot and Dental Care
- Fats and Cholesterol
- Diet and Eating
- Sick Day Management and Daily Activities
- Insulin Injection Training
- Final Assessment
- Maintenance Care

Also includes patient care documentation/data collection forms, health insurance data collection forms, patient education to support pharmacist counseling, and patient assessment tool. The entire Diabetes Care Manual is provided electronically as well. This product is only available by purchasing a licensing agreement, in addition to prior successful completion of a Diabetes Care Certificate Program.

Members/Non-members License Fee ................................................. $295

Communicating Pharmacist Care to Managed Care

This is the step-by-step guide on contracting with managed care organizations (MCOs) to provide pharmacist care disease management services to plan beneficiaries. Suggested key elements for a pharmacy to include in a contract with an MCO and sample patient cases to illustrate helpful information about your pharmacist care that can contribute to successful negotiations with an MCO. Also, includes the managed care industry’s National Committee for Quality Assurance (NCQA) measures of performance based on provider outcomes of care increasingly used by employers to evaluate health care providers. The over 70 measures identified are those in which pharmacist care services can provide the greatest impact to managed care organizations. Four-color, 20 pages.

Members ......................................................................................... $20
Non-members ............................................................................... $30
The Pharmacy Technician Training Program

The Pharmacy Technician Training program is designed to help organize the learning necessary to work competently and confidently in the role of a pharmacy technician. An on-the-job education and training tool designed specifically for community pharmacies for use with an orientation program or a performance evaluation program; flexible and easy to use; contains numerous examples and illustrations; focuses on basic pharmacy technician job responsibilities; includes self-assessment questions and 12 modules plus appendices:

Features of the Training Program

- Focuses on technician’s basic job responsibilities
- Over 200 pages divided into 12 logical, easy-to-follow chapters
- Includes numerous illustrations and examples
- Includes self-assessment questions at the end of each chapter
- An up-to-date chapter covering the new Federal Privacy Requirements is a must-read for all pharmacy technicians
- Includes a competency assessment at the end of each chapter
- Easy to incorporate into employee orientation and performance assessment programs

Two-color, spiral bound

Members ................................................................. $95
Non-members ....................................................... $300

Licensing option available for 10 or more copies.

Developing a Pharmacist Care Practice: A New Millennium in Pharmacy

This publication describes the business acumen a pharmacist needs to develop a successful pharmacist care practice. Step-by-step guidance on establishing successful disease management/wellness programs is provided. Financial scenarios illustrate the profitability of disease management/wellness programs. Two-color, 44 pages.

Members ................................................................. $20
Non-members ....................................................... $30
Marketing Your Professional Services: 
A Sales-Oriented Approach—NEW!

Marketing professional services to potential referral sources and patients is now easier with help from this guide. Seven worksheets are included for identifying and prioritizing the best sales targets and preparing for the sales calls. Tips on dealing with physician behavior are also included, as well as two, four-color electronic sample brochure templates to allow for customization with your pharmacy information and list of specialized service offerings to help market a pharmacy’s professional services; then delivered to your local quick printer for duplication. Four-color, 37 pages.

Members .......................................................... $20
Non-members ..................................................... $30

OSHA Exposure Control Plan—NEW!

Do you currently perform any activity where there is a potential exposure to blood, such as finger sticks or injections? As of April 18, 2001, federal law mandates that every pharmacy conducting blood testing must have a pharmacy-specific exposure control plan. Fines for violation of this law start at $700 and can reach $7,000 per offense. This manual will keep your pharmacy compliant with this law by providing customized documentation forms, policies and procedures. The optional training program provides additional tools including a PowerPoint presentation and a learning assessment tool needed to fulfill the annual live employee training requirement of this law.

OSHA Exposure Control Plan
Members .......................................................... $495
NIPCO Affiliates ................................................. $445
Non-members ..................................................... $545

Training Program includes a PowerPoint presentation and Learning Assessment test on CD-ROM (add an additional $200 to above prices)
**NIPCO Pharmacist Care Diplomate Brochure—NEW!**

“Extra Training for Extra Care™.” Convey your professional achievement to your patients with a professional two-color brochure—available electronically to allow for customization with your pharmacy information and list of specialized accomplishments; then delivered to your local quick printer for duplication. Provided as a computer diskette along with a black and white page proof. Available to NIPCO Pharmacist Care Diplomates only. To view a sample, go to [www.nipco.org](http://www.nipco.org).

**Members** .................................................. $15  
**Non-members** ............................................. $25

**Men’s Health ‘Know Your Score’ Brochures**

A professionally printed, four-color brochure portraying sports illustrations and theme titled, “Know Your Score,” to help market your community pharmacy-based Men’s Health Care Program/Services; includes a perforated wallet-sized card for your male patients to keep track of 11 key health conditions. Available in a downloadable PDF file, along with other marketing materials—bag stuffers, signage, Power Point presentation for community groups, sample press release, and more at [www.nipco.org](http://www.nipco.org). Available in quantities of 50 while supplies last.

**Members** .................................................. Free  
**Non-members** ............................................. $25

**Men’s Health Risk Assessment Tool (MHRAT)**

A product of the NIPCO Men’s Health Care Initiative, the MHRAT is a customized survey tool, which is used to identify and assess male patients at risk for 11 common health conditions—hypertension, high cholesterol, diabetes, prostate enlargement, prostate cancer, erection difficulties, testosterone deficiency, colon cancer, depression, influenza, and pneumonia. The MHRAT can also be obtained in a downloadable PDF file along with other marketing materials (see above) at [www.nipco.org](http://www.nipco.org).

**Members** .................................................. Free  
**Non-members** ............................................. $25
BILLING TOOLS

Pricing Pharmacist Care Services

Accurately defining prices for disease management services, prescription screening, and patient education is best accomplished through your pharmacy’s financial data. Learn a step-by-step approach to assessing the economics of professional services in a community pharmacy, in addition to evaluating prices set by third-party programs for disease management/wellness services. Four-color, 13 pages.

Members ................................................................. $20
Non-members ......................................................... $40

CMS-1500 Claim Form

The CMS (formerly HCFA)-1500 claim form is the most widely recognized and accepted format when filing Major Medical claims for health services or for billing disease management services. Now available to pharmacists at below market prices with further quantity discounts available.

Form #ND 1001—1 part continuous
Pack of 250-Members ............................................... $10.00*
Pack of 1,250-Members .......................................... $35.00*
Pack of 2,500-Members ........................................ $42.00*
Pack of 20,000 or more-Members ........................ $39.00*

Form #ND 1002—2 part continuous, NCR
Pack of 500-Members ............................................. $22.50*
Pack of 1,000-Members .......................................... $41.00*
Pack of 8,000 or more-Members .......................... $38.50*

Non-members ......................................................... Add $10 per item

*Plus shipping and handling

Distributed by MED-PASS

Call MED-PASS at 800-438-8884, fax to 800-230-8687, or write to MED-PASS at 10800 Industry Lane, Miamisburg, OH 45342
**X12N 837 Health Care Claim: Pharmacy Professional Services Companion Guide**

Targeted to pharmacy management computer system software vendors, this manual contains all the HIPAA-compliant EDI transactions for pharmacists and pharmacies to bill Medicare, Medicaid, and major medical insurers for professional services electronically (e.g., any previous paper HCFA-1500 formatted claim such as DME, prosthetics and orthotics, immunizations, disease management/wellness services, etc.). Orders for this guide are being handled by Washington Publishing Company at: [www.wpc-edi.com](http://www.wpc-edi.com) or 301-949-9740 to obtain a downloadable PDF file for $50, a computer diskette for $75, or a printed version for $92.


Accurate, consistent documentation and billing are essential to pharmacist care. This handbook explains what pharmacists need to know to when billing patients for professional services whether it involves a cash-paying customer, private insurer, or federal/state insurance program. Step-by-step instructions regarding the use of CPT and HCPCS codes and the new X12 electronic data interchange (EDI) claims format (or paper CMS 1500 equivalent) are explained. Case examples and practice exercises are included and patient data collection forms for organizing and insuring proper billing procedures. Also included is a “Master Inventory” of billing codes frequently used by pharmacists to communicate professional services. Two-color, 73 pages.

**Members** ......................................................... $50
**Non-members** .................................................. $75
NIPCO CONTINUING EDUCATION ‘HOME STUDY’ CERTIFICATE PROGRAMS

Building a Biotechnology Specialty Products Business: A Focus on Rheumatoid Arthritis Certificate Program (15 CE Hours)

This program is designed to educate pharmacists on the use of biotechnology medications via a specialty products business. A template for developing a niche on caring for patients with rheumatoid arthritis (RA) is used to define and illustrate this niche market. The program provides the development of a personalized business plan with a timeline for implementing a Biotechnology Specialty Products Business, information on how to document and bill for specialty products and services, implementation and marketing strategies for building a thriving specialty products niche, the positive benefits of a Rheumatoid Arthritis Care Program, a primer on immunology and biotechnology specialty products, illustrative patient data collection forms, case studies and practice exercises, and an extensive resource section. Upon successful completion of all ten (10) modules, a Certificate of Achievement is received. Available in printed or online format. The online program format includes immediate grading and receipt of a CE Certificate that can be printed instantaneously. To access the online program, go to www.nipco.org. This program can be applied toward NIPCO Pharmacist Care Diplomate credential. Two-color, 250 pages.

Note: This program is available in a Print and Online Format and is free for a limited time. This free offer includes all CE test processing fees for online users only. There is a shipping and handling charge and $7 per CE test processing fee (10 tests per program) for print orders.
Cardiovascular Care Certificate Program, 3rd Edition (15 CE Hours)—NEW!

NISPC Dyslipidemia Exam Study Guide

Includes treatment guidelines for cholesterol screening, monitoring, and management; blood pressure screening, monitoring, and management; monitoring patients with heart failure; ready-reference treatment pathways; OSHA/CLIA requirements for tests requiring blood samples; illustrative patient data collection forms; implementation and marketing strategies for building a thriving cardiovascular care niche; how to document and bill for cardiovascular care services and tests; case studies and practice exercises; and an extensive resource section. Upon successful completion of all five modules, a Certificate of Achievement is received. Available in a print or online format. The online program format includes immediate online grading and receipt of a CE Certificate that can be printed instantaneously. To access the online program go to www.nipco.org. This program can be applied toward Pharmacist Care Diplomate credential. The cholesterol portion of this home study program can be used as a study guide for the National Institute for Standards in Pharmacist Credentialing (NISPC) Dyslipidemia Exam. Two-color, 181 pages.

Print Format
Member .......................................................... $75
Non-member ...................................................... $100

Plus $7 per CE test processing fees (5 tests per program) and shipping and handling.

Online Format
Member .......................................................... $50
Non-member ...................................................... $75

Price includes all CE test processing fees (5 tests per program)
Diabetes Care Certificate Program, 3rd Edition (16 CE Hours)—NEW!

NISPC Diabetes Exam Study Guide

Includes treatment guidelines for screening, monitoring, and management patients with diabetes; ready-reference treatment pathways; OSHA/CLIA requirements for tests involving blood samples; illustrative patient data collection forms; implementation and marketing strategies for building a thriving diabetes care niche; how to document and bill for diabetes care services and tests; case studies and practice exercises; and an extensive resource section. Upon successful completion of all six modules, a Certificate of Achievement is received. Available in a print or online format. The online program format includes immediate online grading and receipt of a CE Certificate and a wall certificate, suitable for framing that can be printed instantaneously. To access the online program go to www.nipco.org. This program can be applied toward Pharmacist Care Diplomate credential. This home study program can be used as a study guide for the National Institute for Standards in Pharmacist Credentialing (NISPC) Diabetes Exam. Two-color, 200 pages.

Print Format

Member .................................................................$75
Non-member ...............................................................$100

Plus $7 per CE test processing fees (6 tests per program) and shipping and handling.

Online Format

Member .................................................................$50
Non-member ...............................................................$75

Price includes all CE test processing fees (6 tests per program)
NIPCO-accredited Home Infusion Pharmacy Certificate Program
(27 CE Hours) – NEW!

Experienced home infusion pharmacists can obtain ACPE credits as well as solidify and validate their current knowledge base. Pharmacists new to home infusion can use this program to prepare to enter the industry.

Learners study at their own pace with this multi-module, self-study CE program. ACPE credits will be provided automatically upon completion of individual modules. The Home Infusion Pharmacy Certificate will be awarded upon successful completion of all seven (7) modules. This program can be applied toward Pharmacist Care Diplomate credential.

The first modules are available through the National Home Infusion Association (NHIA) online store. Additional modules will be released throughout 2003. For up-to-date availability and ordering information visit the NHIA web site at http://www.nhianet.org/education/certprogram.html
Men’s Health Care Certificate Program  
(15 CE Hours)—NEW!

This program covers 11 common health risks men face and how to assess men for these health risks using NIPCO’s unique *Men’s Health Risk Assessment Tool* (MHRAT)—hypertension, high cholesterol, diabetes, prostate enlargement, prostate cancer, erection difficulties, testosterone deficiency, colon cancer, depression, influenza, and pneumonia. Pharmacists will also learn how to motivate men to seek evaluation and treatment when appropriate. Information on how to document and bill for men’s health care services is addressed. Includes case studies and practice exercises. Extensive marketing materials are provided at www.nipco.org. See also the men’s health ‘Know Your Score’ brochure (free to NCPA members) and the MHRAT in the Publications section of this catalog. Upon successful completion of all eight modules, a Certificate of Achievement is received. Available in a print or online format. The online program format includes immediate online grading and receipt of a CE Certificate and wall certificate, suitable for framing, that can be printed instantaneously. To access the online program go to www.nipco.org. This program can be applied toward *Pharmacist Care Diplomate* credential. Two-color, 200 pages.

### Print Format

- **Member** .......................................................... **$75**  
- **Non-member** .................................................. **$100**

Plus **$7** per CE test processing fees (8 tests per program)

### Online Format

- **Member** .......................................................... **$50**  
- **Non-member** .................................................. **$75**

Price includes all CE test processing fees (8 tests per program)

**Note:** This program is available in a Print and Online Format and is free for a limited time. This free offer includes all CE test processing fees for online users only. There is a shipping and handling charge and **$7** per CE test processing fee (8 tests per program) for print orders.
**Therapeutic Footcare Certificate Program**  
(40 CE Hours)—NEW!

This certificate program will provide the participant with extensive education and training to fit therapeutic shoes. Diabetes patients, in particular, are prime candidates for therapeutic shoes and foot orthotics. Diabetes patients, in particular, are prime candidates for therapeutic shoes and foot orthotics. Program topics include: anatomy of the foot, identification and analysis of conditions of the foot (including rearfoot, forefoot, and sports-related injuries), diabetic foot overview, selection of therapeutic shoes and orthotics, pro forma P&L, and billing basics for therapeutic shoes. Participants will learn how to develop a therapeutic footcare niche in their pharmacy, as well as marketing techniques in their community.

This program will provide participants with 40 ACPE CE contact hours (4.0 CEUs) of continuing pharmaceutical education. The participant must complete both the live (16 hour) and the home study (24 hour) components to achieve a Certificate of Achievement. This program can be applied towards the attainment of NIPCO Pharmacist Care Diplomate credential.

(*Live Certificate/course materials $495/pp; an additional fee applies to the home study component) Approval by the Board for Orthotist & Prosthetist Certification (BOC) as a continuing education program is pending.*

**Print Format**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Member</td>
<td>$100</td>
</tr>
<tr>
<td>Non-member</td>
<td>$175</td>
</tr>
</tbody>
</table>

Plus $7 per CE test processing fees (6 tests per program)

**Online Format**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Member</td>
<td>$75</td>
</tr>
<tr>
<td>Non-member</td>
<td>$150</td>
</tr>
</tbody>
</table>

Price includes all CE test processing fees (6 tests per program)
NIPCO CONTINUING EDUCATION ‘LIVE’ CERTIFICATE PROGRAMS

- Arthritis and Pain Care....................................................15 CE Hours
- Cardiovascular Care.....................................................15 CE Hours
- Diabetes Care............................................................16-20 CE Hours
- Immunizations ...........................................................15 CE Hours
- Lipid Management .......................................................15 CE Hours
- Nutrition and Weight Management .............................15 CE Hours
- Osteoporosis Care.........................................................15 CE Hours
- Respiratory Care........................................................15 CE Hours
- Therapeutic Footcare....................................................16 CE Hours

Each program includes treatment guidelines for screening, monitoring, and managing patients; ready-reference treatment pathways; OSHA/CLIA requirements when tests requiring blood samples are involved; illustrative patient data collection forms; implementation and marketing strategies for building a thriving care niche; how to document and bill for care services and tests; case studies and skill-building exercises; and an extensive resource section. Upon successful completion of each program, participants are awarded a Certificate of Achievement. Each program can be applied toward the Pharmacist Care Diplomate credential. The Respiratory Care Program can be used to prepare for the National Institute for Pharmacist Care Credentialing (NISPC) Asthma Exam.

For more information or NIPCO’s schedule of upcoming live program offerings, check the NIPCO website at www.nipco.org or call 800-544-7447.

NIPCO WEBSITE—the Internet Portal to the World of Disease Management in Pharmacy

Go to www.nipco.org for:
- About NIPCO
- NIPCO Affiliate
- NIPCO Curriculum
- Pharmacist Care Diplomate Credential
- Program Approval Guidelines
- Schedule of 2003 Programs
- Products

Contact info@nipco.org for:
- Specific questions relating to NIPCO programs, products or services.
NIPCO AFFILIATE MEMBER APPLICATION

Name:  _ Mr. _ Mrs. _ Ms.  Title: _ R.Ph. _ P.D. _ Pharm.D.

Address  Pharmacy Name

City  State  Zip

( )  ( )
Home Phone  Home Fax

E-mail*  NCPA Member #

Specialty Interests (Check all that apply):

__ Diabetes  __ Medication Compliance  __ Respiratory Care
__ Hyperlipidemia  __ Men’s Health  __ Smoking Cessation
__ Hypertension  __ Osteoporosis  __ Women’s Health
__ Immunizations  __ Pain Management  __ Other__________
__ Integrative Alternative Medicine

__ Enclosed is my check for $100 to become a NIPCO Affiliate.

Check #__________

__ Please bill my credit card $100 to become a NIPCO Affiliate.

☐ Visa  ☐ Mastercard  ☐ AmEx  ☐ Discover

Card Number  Expiration Date

Fax  (703) 683-3619 (Credit Card Orders Only)
or mail to:
NIPCO Affiliate
205 Daingerfield Road
Alexandria, VA  22314
(Credit Card or Check Orders)

* Required for online access
All orders for products and services will be filled at prices current at the time the order is received by NCPA. NCPA policy requires payment prior to shipping.

Shipping and handling may increase based on destination and method of shipment.

Please allow two to three weeks for delivery.

NIPCO Order Form

Ship to:

Name _____________________________________________________________
NCPA Member # ______________________________________________________________________
Are you a NIPCO Affiliate (circle one) yes no ______________________________________________________________________
Pharmacy Name _____________________________________________________________
Address ______________________________________________________________________
City __________________________ State ______ Zip ______________________________________________________________________
Phone # ______________________________________________________________________
Fax # ______________________________________________________________________
Email address _____________________________________________________________

Method of Payment:

- Visa (13 or 16 numbers)  - MasterCard (16 numbers)
- American Express (15 numbers)  - Discover Card (16 numbers)

Card # __________________________ Exp. Date ______________________________________________________________________
Signature __________________________ Date ______________________________________________________________________

- Check Enclosed (Payable to NCPA)

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Unit Price</th>
<th>Qty.</th>
<th>$/H</th>
<th>Subtotals</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
<tr>
<td>__________________________</td>
<td>__________</td>
<td>__</td>
<td>$7.00</td>
<td>__________</td>
</tr>
</tbody>
</table>

Shipping & Handling __________________________
Subtotal __________________________
Virginia Orders Only!
Add 4.5% Sales Tax __________________________
Total Amount __________________________