

MEDICARE DRUG & HEALTH PLAN CONTRACT ADMINISTRATION GROUP

DATE: December 18, 2014

TO: Medicare Advantage-Prescription Drug Plans, Prescription Drug Plan Sponsors,
and Cost Plans

FROM: Kathryn A. Coleman
Acting Director

SUBJECT: Contract Year 2015 Annual Notice of Change/Evidence of Coverage Errata
Submissions

The Centers for Medicare & Medicaid Services (CMS) is issuing this memo to notify Medicare Advantage organizations (MAOs) that they are required to enter additional information in HPMS regarding errors related to their Annual Notice of Change/Evidence of Coverage (ANOC/EOC). CMS is now requiring that MAOs enter the actual mail dates and the number of enrollees affected for all ANOC/EOC errata sheets submitted against contract year 2015 documents.

If your organization has submitted errata sheets for ANOC/EOC documents, please enter the dates the errata sheets were mailed and the number of enrollees that were affected by the error. Organizations may enter up to ten separate mailings. This information should be entered into HPMS by December 31, 2014, for errata sheets that have already been mailed, or within 15 days of mailing your errata sheets for those that have not yet been mailed.

As a reminder, errata sheets were due by October 31, 2014, for ANOC/EOCs which were required to be received by enrollees by September 30, 2014. Errata sheets for Cost Plans that do not offer Part D benefits and Dual Eligible Special Needs Plans who choose to separate the ANOC/EOC are due into HPMS by January 15, 2015.

For detailed information on entering data into HPMS, please review the HPMS Users Guide. For other questions, please contact CMS marketing at marketing@cms.hhs.gov.