

DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
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MEDICARE-MEDICAID COORDINATION OFFICE

DATE: June 20, 2016

TO: Medicare-Medicaid Plans

FROM: Lindsay P. Barnette
Director, Models, Demonstrations & Analysis Group

SUBJECT: New York FIDA MMPs: Release of Final Contract Year 2017 Model Materials

Attached to this memorandum are the new model materials for CY 2017 developed jointly by CMS and New York for Medicare-Medicaid Plans (MMPs) operating in the New York Fully Integrated Duals Advantage (FIDA) Capitated Financial Alignment Model Demonstration. These models have been updated jointly by CMS and New York based on feedback received from plans, states, consumers, and other stakeholders and changes to CY 2017 Medicare Advantage and Part D model materials. New York FIDA MMPs may only use the CY 2017 models for CY 2017.

The following materials are included with this guidance:

- **Participant Handbook/Evidence of Coverage (EOC) - Chapters 1-2, 5-8, and 10-12:** As provided in the Medicare Marketing Guidelines (MMG) and the New York MMP marketing guidance document, the Participant Handbook must be approved and on plan websites, and ready to be mailed upon request to current or prospective Participants, by September 30, 2016 (if it is not sent with the ANOC to current Participants by September 30, 2016). If the plan elects not to send the Participant Handbook with the ANOC for current Participants' receipt by September 30, 2016, it must be mailed and received no later than December 31, 2016.
- **Summary of Benefits (SB):** As provided in the MMG and the New York MMP marketing guidance document, the SB must be received by current Participants no later than September 30, 2016 when the plan chooses to send an ANOC without the Participant Handbook/Evidence of Coverage (EOC). The SB must be available to current and prospective Participants and posted on plan websites on September 30, 2016.
- **List of Covered Drugs (Formulary):** As provided in the MMG and the New York MMP marketing guidance document, the formulary must be received by current Participants no later than September 30, 2016, and available to current and prospective Participants and

posted on plan websites on September 30, 2016.

- **Participant ID Card**
- **Drug-only Explanation of Benefits:** The New York FIDA MMPs are required to meet the Part D Explanation of Benefits (EOB) requirements under 42 CFR 423.128(e) to send Participants Part D claims information for each month in which they incur any drug claims. The FIDA MMPs must meet this requirement by using the FIDA-specific Drug-only EOB model provided by CMS and the State.
- **Part D Notices**
 - Excluded Provider Model Letter
 - Transition Model Letter
 - Prescription Transfer Model Notice

In addition, we expect to issue the following model materials later this spring:

- Chapters 3, 4, and 9 of the Participant Handbook
- Provider and Pharmacy Directory
- Delegated Enrollment Notices
 - P1 Notice: Exhibit 5b (Plan Welcome Letter)
 - P2 Notice: Exhibit 30 (Address Verification Form)
 - P3 Notice: Model Advance Notice of Disruptive Behavior
 - P4 Notice: MMP Model Notice of Request for Involuntary Disenrollment Due to Disruptive Behavior
 - P5 Notice: MMP Model Involuntary Disenrollment Denial Notice
- Integrated Denial Notices
 - Instructions for the Integrated Coverage Determination Notice (ICDN) Models
 - ICDN Model 1: Coverage Determination Notice (Service Plan Update)
 - ICDN Model 2: Coverage Determination Notice (Service Plan Update)
 - ICDN Model 3: Coverage Determination Notice
- Appeals Notices
 - Appeal Notice 1: Acknowledgment of Appeal
 - Appeal Notice 2: Expedited Appeal Request Denial
 - Appeal Notice 3: In-Person Appeal Review
 - Appeal Notice 4: Appeal Decision Notice (Approval)
 - Appeal Notice 5: Appeal Decision Notice (Denial)
 - Appeal Notice 6: Acknowledgment of Auto-Forward of Appeal
 - Appeal Notice 7: Notice of Appeal Decision Delay
 - Appeal Notice 8: Request for Additional Information

- Grievance Notices
 - Grievance Notice 1: Grievance Decision Notice
 - Grievance Notice 2: Notice of Grievance Delay
- Annual Notice of Change

The attached guidance and models will also be posted to the Financial Alignment Initiative website at <http://cms.gov/Medicare-Medicaid-Coordination/Medicare-and-Medicaid-Coordination/Medicare-Medicaid-Coordination-Office/FinancialAlignmentInitiative/InformationandGuidanceforPlans.html>.

We encourage all plans to work closely with their marketing reviewers and Contract Management Team to ensure timely submission and approval of all required CY 2017 materials, as well as timely and complete entry of Actual Mail Dates for ANOCs and Participant Handbooks/EOCs. If you have any questions about the contents of this memorandum, please contact the Medicare-Medicaid Coordination Office at mmcocapsmodel@cms.hhs.gov.