

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

DATE: June 14, 2017

TO: Medicare-Medicaid Plans

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

SUBJECT: New York FIDA MMPs: Release of Final Contract Year 2018 Model Materials

Attached to this memorandum are the new model materials for Contract Year (CY) 2018 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. CMS and New York jointly updated these models based on feedback received from plans, states, and other stakeholders and changes to CY 2018 Medicare Advantage and Part D model materials. New York FIDA MMPs may only use the CY 2018 models for CY 2018.

The following materials are included with this guidance:

- **Annual Notice of Change (ANOC):** As provided in the Medicare Marketing Guidelines (MMG) and the New York FIDA MMP marketing guidance document, the ANOC must be received by current Participants by September 30, 2017 and posted on plan websites by September 30, 2017.
- **Participant Handbook/Evidence of Coverage (EOC) - Chapters 1-12:** As provided in the Medicare Marketing Guidelines (MMG) and the New York FIDA MMP marketing guidance document, the Participant Handbook must only be posted on plan websites by September 30, 2017 if it is sent to current Participants with the ANOC for receipt by September 30, 2017. If the Participant Handbook is sent separately from the ANOC, it must be received by current Participants by December 31, 2017 and must be posted on plan websites by December 31, 2017.
- **Summary of Benefits (SB):** As provided in the MMG and the New York FIDA MMP marketing guidance document, the SB must be received by current Participants no later than September 30, 2017 when the plan chooses to send an ANOC without the Participant Handbook/Evidence of Coverage (EOC). The SB must be posted on plan websites by September 30, 2017.

- **Provider and Pharmacy Directory:** As provided in Chapter 4 of the Medicare Managed Care Manual and the New York FIDA MMP marketing guidance document, the directory (or a separate notice to alert Participants how to access or receive the directory) must be received by current Participants no later than September 30, 2017. The directory must be available to current and prospective Participants and posted on plan websites by September 30, 2017.
- **List of Covered Drugs (Formulary):** As provided in the MMG and the New York FIDA MMP marketing guidance document, the formulary must be received by current Participants no later than September 30, 2017 and available to current and prospective Participants and posted on plan websites by September 30, 2017.
- **Drug-only Explanation of Benefits:** 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. New York FIDA MMPs must meet this requirement by using the New York FIDA MMP-specific Drug-only EOB model provided by CMS and New York.
- **Participant ID Card**
- **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 and Grievance 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 Notice 1: Grievance Decision Notice
 - Grievance Notice 2: Notice of Grievance Delay
- **Plan-Delegated Enrollment Notices**
 - P1 Notice: Exhibit 5a/5b (Plan Welcome Letter)
 - P2 Notice: Exhibit 30 (Address Verification Form)
 - P3 Notice: Model Advance Notice of Disruptive Behavior
 - P4 Notice: Model Notice of Request for Involuntary Disenrollment Due to Disruptive Behavior
 - P5 Notice: Model Involuntary Disenrollment Denial Notice

- **Part D Notices**
 - Model Excluded Provided Letter
 - Model Prescription Transfer Letter
 - Model Transition Letter for FIDA Plans

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 2018 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.