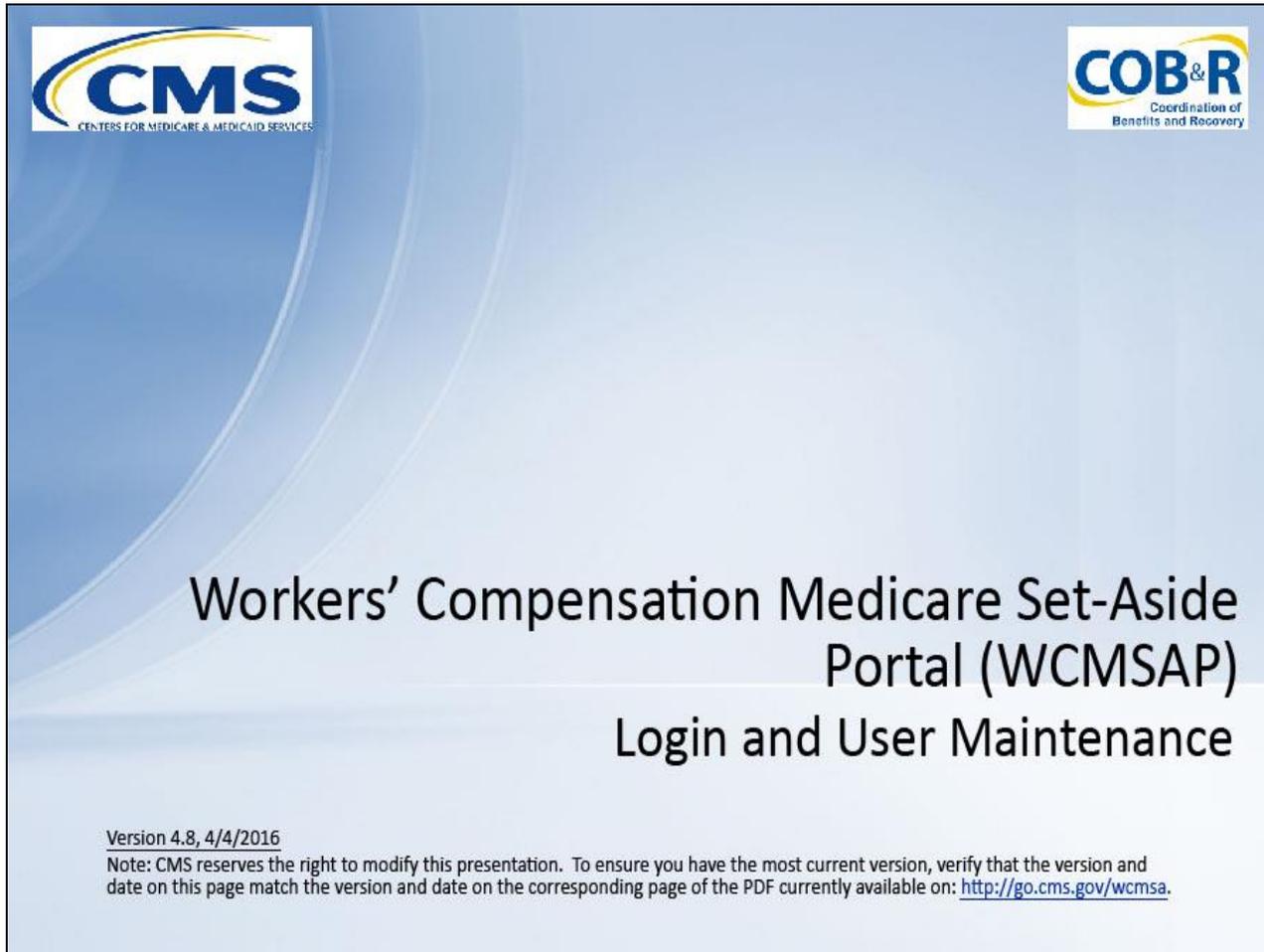


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**CMS**  
CENTERS FOR MEDICARE & MEDICAID SERVICES

**COB&R**  
Coordination of  
Benefits and Recovery

# Workers' Compensation Medicare Set-Aside Portal (WCMSAP) Login and User Maintenance

Version 4.8, 4/4/2016  
Note: CMS reserves the right to modify this presentation. To ensure you have the most current version, verify that the version and date on this page match the version and date on the corresponding page of the PDF currently available on: <http://go.cms.gov/wcmsa>.

## Slide notes

Welcome to the Workers' Compensation Medicare Set-Aside Portal (WCMSAP) Login and User Maintenance course.

As a reminder, you may view the slide number you are on by clicking on the moving cursor.

Additionally, you can view the narration by clicking the Closed Captioning [CC] button in the lower right hand corner of the screen.

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## Disclaimer

While all information in this document is believed to be correct at the time of writing, this Computer Based Training (CBT) is for educational purposes only and does not constitute official Centers for Medicare & Medicaid Services (CMS) instructions for the WCMSAP. All affected entities are responsible for following the applicable CMS instructions found at the following link: <https://go.cms.gov/wcmsa>.

### Slide notes

While all information in this document is believed to be correct at the time of writing, this Computer Based Training (CBT) is for educational purposes only and does not constitute official Centers for Medicare & Medicaid Services (CMS) instructions for the WCMSAP.

All affected entities are responsible for following the applicable CMS instructions found at the following link: <https://go.cms.gov/wcmsa>.

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## Course Overview

- WCM SAP login
  - Forgotten Login Identification (ID)
  - Forgotten password
- Account Settings
  - Update personal information
  - View account activity
  - Change password

**Slide notes**

This course will demonstrate how to login to the WCM SAP, how to retrieve a forgotten Login Identification (ID), how to retrieve a forgotten password,

and Account Setting options including updating personal information, viewing account activity, and changing a password.

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Slide notes

In order to login, you must go to the WCMSAP Web site found at the following URL:  
<https://www.cob.cms.hhs.gov/WCMSA>.

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**Workers' Compensation Set-Aside Web Portal**

Login Warning [Print this page](#)

**UNAUTHORIZED ACCESS TO THIS COMPUTER SYSTEM IS PROHIBITED BY LAW**

You are accessing a U.S. Government information system, which includes: (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

\*You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful Government purpose, the Government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.

\*Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

**Privacy Act Statement**

The collection of this information is authorized by 42 U.S.C. 1395y(b)(5). The information collected will be used to identify and recover past mistaken Medicare primary payments and to prevent Medicare from making mistakes in the future for those Medicare Secondary Payer situations that continue to exist.

**Attestation of Information**

I have submitted all relevant information obtained and/or have knowledge of regarding this claimant, that was generated at any time on or after the Date of Incident (DOI) for the alleged accident/illness/injury/incident at issue, and has been included as part of this submission of the proposed amount for this WCMSA to the Centers for Medicare & Medicaid Services.

The information provided is complete, truthful, accurate, and meets all requirements set forth to use this process; and, I have read and understand all of the Centers for Medicare & Medicaid Services information at [Workers Compensation Agency Services](#)

LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning.

[I Accept](#)  
[Decline](#)

<sup>1</sup> A Privacy Act system of records is a group of any records about individuals and under the control of any Federal agency from which information is retrieved by the name or other personal identifier of the individual.

## Slide notes

Each time you visit the WCMSAP Web site, the Login Warning page will display the Data Use Agreement (DUA). The DUA provides information about WCMSAP security measures including access, penalty and privacy laws. The Login Warning page can be printed by clicking the [Print this Page] link in the upper right corner of the page.

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**Workers' Compensation Set-Aside Web Portal**

Login Warning [Print this page](#)

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\*Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

**Privacy Act Statement**

The collection of this information is authorized by 42 U.S.C. 1395y(b)(5). The information collected will be used to identify and recover past mistaken Medicare primary payments and to prevent Medicare from making mistakes in the future for those Medicare Secondary Payer situations that continue to exist.

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[I Accept](#)  
[Decline](#)

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## Slide notes

You must review the DUA and click the [I Accept] link at the bottom of the page to continue otherwise you will be denied access to the WCMSAP site.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Center for Medicare & Medicaid Services Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Welcome to the WCMSAP

This site provides an interface for entry of Workers' Compensation Medicare Set-Aside Arrangements (WCMSA) proposals. Attorneys, Medicare beneficiaries, claimants, insurance carriers and WCMSA vendors may use this site to enter the case information directly. The site also provides attorneys, Medicare beneficiaries, claimants, insurance carriers, and WCMSA vendors with the ability to track their submitted cases and the statuses without inquiry to the Benefits Coordination & Recovery Center (BCRC) or the Centers for Medicare & Medicaid Services (CMS).

For information about the availability of auxiliary aids and services, please visit: <http://www.medicare.gov/about-us/nondiscrimination/nondiscrimination-notice.html>

**WCMSAP Message**  
 Testing Message Text

**GETTING STARTED**  
 For more information, refer to How To Get Started under the How To menu option.

**STEP 1**  
 New Registration →

**STEP 2**  
 Account Setup →  
 (Account ID and PIN required)

**Sign into your account**

User Name:

[Forgot ID](#)

Password:

[Forgot Password](#)

## Slide notes

The WCMSAP Welcome page will display.

The “WCMSAP Message” section of this screen will be used to keep you informed of upcoming events, maintenance or other system-specific information.

## Slide 8 - of 63

**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Center for Medicare & Medicaid Services Coordination of Benefits and Recovery

About This Site CMS Links How To... Reference Materials Contact Us Skip Navigation

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### WCMSAP Message

Testing Message Text

### GETTING STARTED

For more information, refer to How To Get Started under the How To menu option.

**STEP 1** **STEP 2**

**New Registration** **Account Setup**

(Account ID and PIN required)

#### Sign into your account

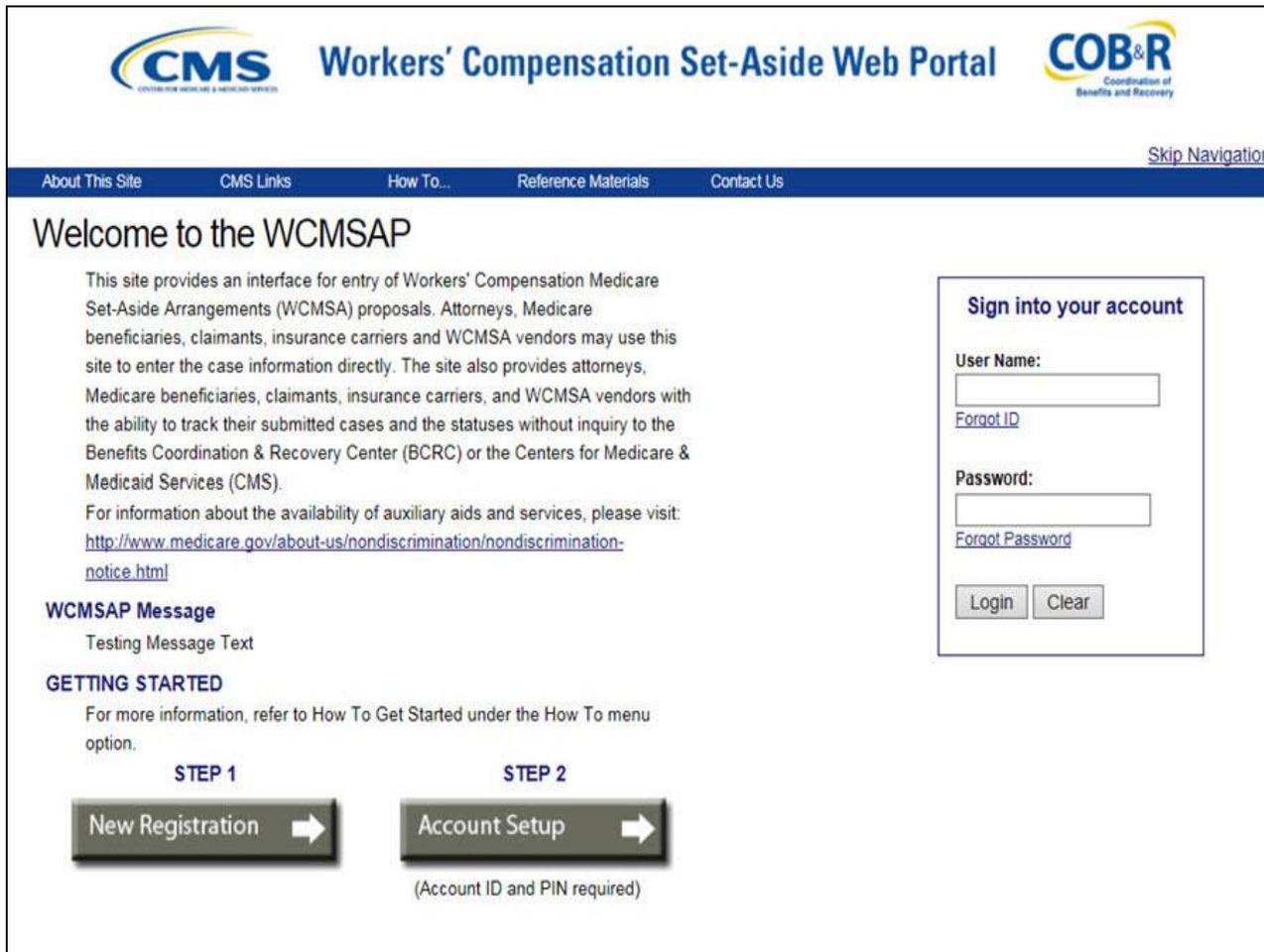
User Name:  
  
[Forgot ID](#)

Password:  
  
[Forgot Password](#)

## Slide notes

You must enter your Login ID in the User Name field and your password in the Password field and click Login to sign into your WCMSAP account.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Center for Medicare & Medicaid Services Coordination of Benefits and Recovery

About This Site CMS Links How To... Reference Materials Contact Us Skip Navigation

## Welcome to the WCMSAP

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**WCMSAP Message**  
Testing Message Text

**GETTING STARTED**  
For more information, refer to How To Get Started under the How To menu option.

**STEP 1**  
**New Registration** →

**STEP 2**  
**Account Setup** →  
(Account ID and PIN required)

**Sign into your account**

User Name:  
  
[Forgot ID](#)

Password:  
  
[Forgot Password](#)

Login Clear

Slide notes

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## Retrieve Forgotten User Name/Login ID

**Sign into your account**

User Name:

[Forgot ID](#)

Password:

[Forgot Password](#)

Slide notes

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**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Welcome to the WCMSAP

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For information about the availability of auxiliary aids and services, please visit: <http://www.medicare.gov/about-us/nondiscrimination/nondiscrimination-notice.html>

**WCMSAP Message**  
Testing Message Text

**GETTING STARTED**  
For more information, refer to How To Get Started under the How To menu option.

**STEP 1**  
**New Registration** →

**STEP 2**  
**Account Setup** →  
(Account ID and PIN required)

**Sign into your account**

User Name:  
  
[Forgot ID](#)

Password:  
  
[Forgot Password](#)

Slide notes

If you forget your User Name/Login ID, you must click the Forgot ID link in the Account Sign-in box.

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The screenshot shows the 'Forgot Login ID' page. At the top left is the CMS logo (Center for Medicare & Medicaid Services) and the text 'Workers' Compensation Set-Aside Web Portal'. At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the logos is a navigation bar with links: 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us'. A 'Skip Navigation' link is also present. The main heading is 'Forgot Login ID'. Below the heading is a note: 'An asterisk (\*) indicates a required field.' To the right is a 'QUICK HELP' button with a sub-link 'Help About This Page'. The main form area contains the text 'Enter your E-mail address: \*' followed by an empty text input field. At the bottom left are two buttons: 'Cancel' and 'Continue'.

Slide notes

When the Forgot Login ID page displays, enter the e-mail address provided during registration and click Continue.

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The screenshot shows the 'Workers' Compensation Set-Aside Web Portal' interface. At the top left is the CMS logo (Centers for Medicare & Medicaid Services). At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar contains links for 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us'. A 'Skip Navigation' link is located in the top right corner. The main heading is 'Forgot Login ID'. Below the heading, a note states: 'An asterisk (\*) indicates a required field.' To the right of this note is a 'QUICK HELP' button with a sub-link 'Help About This Page'. The primary form field is labeled 'Enter your E-mail address: \*' followed by an empty text input box. At the bottom left of the form area are two buttons: 'Cancel' and 'Continue'.

Slide notes

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The screenshot shows the 'Workers' Compensation Set-Aside Web Portal' with logos for CMS (Centers for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). A navigation bar includes links for 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us', along with a 'Skip Navigation' link. The main heading is 'Forgot Login ID'. A note states: 'An asterisk (\*) indicates a required field.' A 'QUICK HELP' button is present, with a sub-link 'Help About This Page'. Two security questions are displayed: 'Security Question 1: What city were you born?' with an input field labeled '\*Answer 1:' and 'Security Question 2: What is your father's middle name?' with an input field labeled '\*Answer 2:'. At the bottom are 'Cancel' and 'Continue' buttons.

**Slide notes**

The page then re-displays with the two Security Questions you selected during the registration process.

Correctly answer each of your pre-selected Security Questions, then click Continue to submit the Forgotten ID request.

If the information you entered is correct, your Login ID will be sent via e-mail.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Forgot Login ID

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

Slide notes

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Forgot Login ID

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

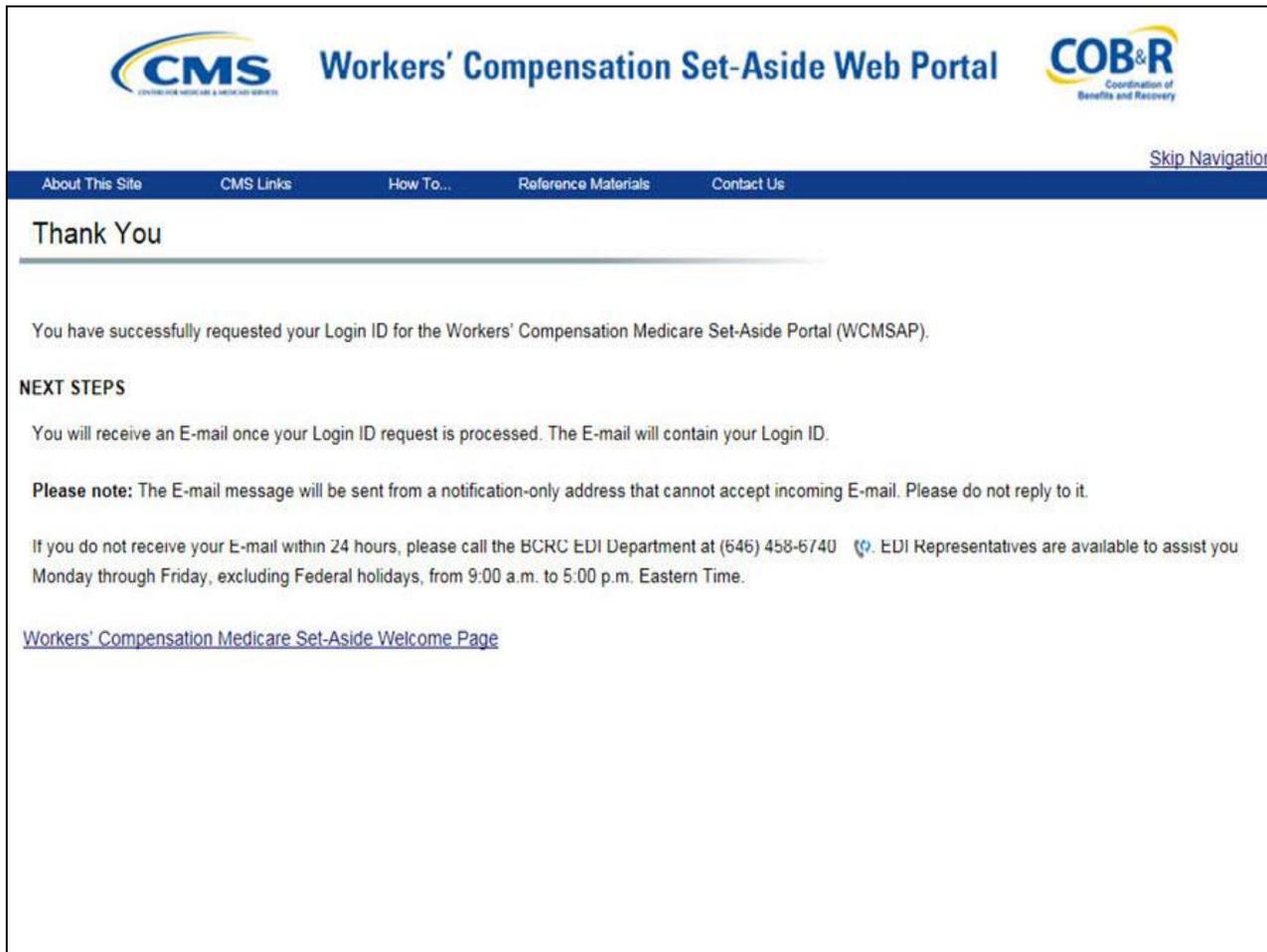
Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

Slide notes

If an error is received indicating that the answers are incorrect, check your answers and re-enter, if necessary.  
If you cannot remember the answers to your Security Questions, contact an Electronic Data Interchange (EDI) Representative.

## Slide 17 - of 63



The screenshot shows the 'Thank You' page of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services). In the center is the title 'Workers' Compensation Set-Aside Web Portal'. At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the title is a navigation bar with links: 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us'. A 'Skip Navigation' link is also present. The main content area features a large 'Thank You' heading, followed by a confirmation message: 'You have successfully requested your Login ID for the Workers' Compensation Medicare Set-Aside Portal (WCMSAP)'. Below this is a section titled 'NEXT STEPS' with the text: 'You will receive an E-mail once your Login ID request is processed. The E-mail will contain your Login ID.' A 'Please note' section states: 'The E-mail message will be sent from a notification-only address that cannot accept incoming E-mail. Please do not reply to it.' A final paragraph provides contact information: 'If you do not receive your E-mail within 24 hours, please call the BCRC EDI Department at (646) 458-6740. EDI Representatives are available to assist you Monday through Friday, excluding Federal holidays, from 9:00 a.m. to 5:00 p.m. Eastern Time.' At the bottom, there is a link: '[Workers' Compensation Medicare Set-Aside Welcome Page](#)'.

## Slide notes

If the information entered is correct, the Thank You page displays.

This page confirms that you have successfully requested your Login ID.

Click the Workers' Compensation Medicare Set-Aside Welcome Page link to return to the Welcome page.

## Slide 18 - of 63

The screenshot shows the homepage of the Workers' Compensation Set-Aside Web Portal (WCMSAP). At the top left is the CMS logo (Center for Medicare & Medicaid Services). In the center is the title "Workers' Compensation Set-Aside Web Portal". At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the logos is a navigation bar with links: "About This Site", "CMS Links", "How To...", "Reference Materials", and "Contact Us". A "Skip Navigation" link is also present. The main content area starts with a "Welcome to the WCMSAP" heading. Below this is a paragraph explaining the site's purpose for attorneys, Medicare beneficiaries, claimants, insurance carriers, and WCMSA vendors. A link is provided for information on auxiliary aids and services. To the right is a "Sign into your account" box with fields for "User Name:" and "Password:", each with a "Forgot" link and "Login" and "Clear" buttons. Below the welcome message is a "WCMSAP Message" section with the text "Testing Message Text". The "GETTING STARTED" section follows, with a note to refer to the "How To" menu. Two steps are shown: "STEP 1" with a "New Registration" button and "STEP 2" with an "Account Setup" button (noting that an account ID and PIN are required).

## Slide notes

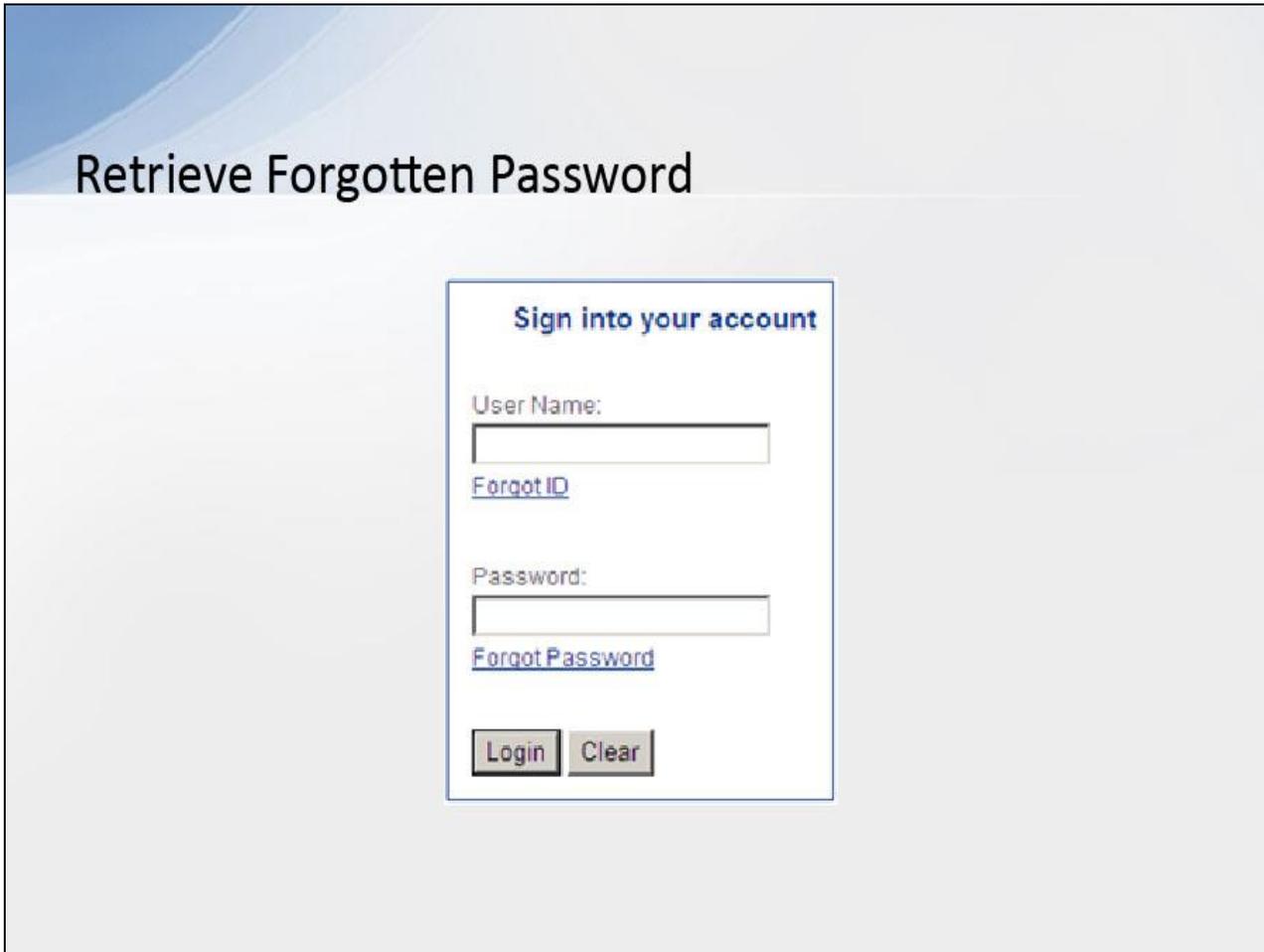
You will then receive an e-mail containing your Login ID.

The Login ID will be sent to the e-mail address provided during registration.

After receipt of the e-mail, return to the WCMSAP site and log in using your Login ID and password.

If you do not receive an e-mail within 24 hours, contact an EDI representative.

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Slide notes

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Slide notes

If you have forgotten your password, click the Forgot Password link, in the Account Sign-in box.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Forgot Password

An asterisk (\*) indicates a required field.

Login ID: \*

Slide notes

When the Forgot Password page displays, enter your Login ID and click Continue.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Forgot Password

An asterisk (\*) indicates a required field.

Login ID: \*

Slide notes

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Continuation of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Forgot Password

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

Slide notes

The page then re-displays with the two Security Questions you selected during the registration process.

Answer each of your pre-selected Security Questions, and click Continue to submit the Forgotten Password request.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Continuation of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Forgot Password

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

Slide notes

Slide 25 - of 63

**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Forgot Password

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

**Slide notes**

If you receive an error indicating that your answers are incorrect, check your answers and re-enter them, if necessary.

If you cannot remember the answers to your Security Questions, contact an EDI Representative.

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**CMS** **Workers' Compensation Set-Aside Web Portal** **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Forgot Password

An asterisk (\*) indicates a required field.

**QUICK HELP**  
[Help About This Page](#)

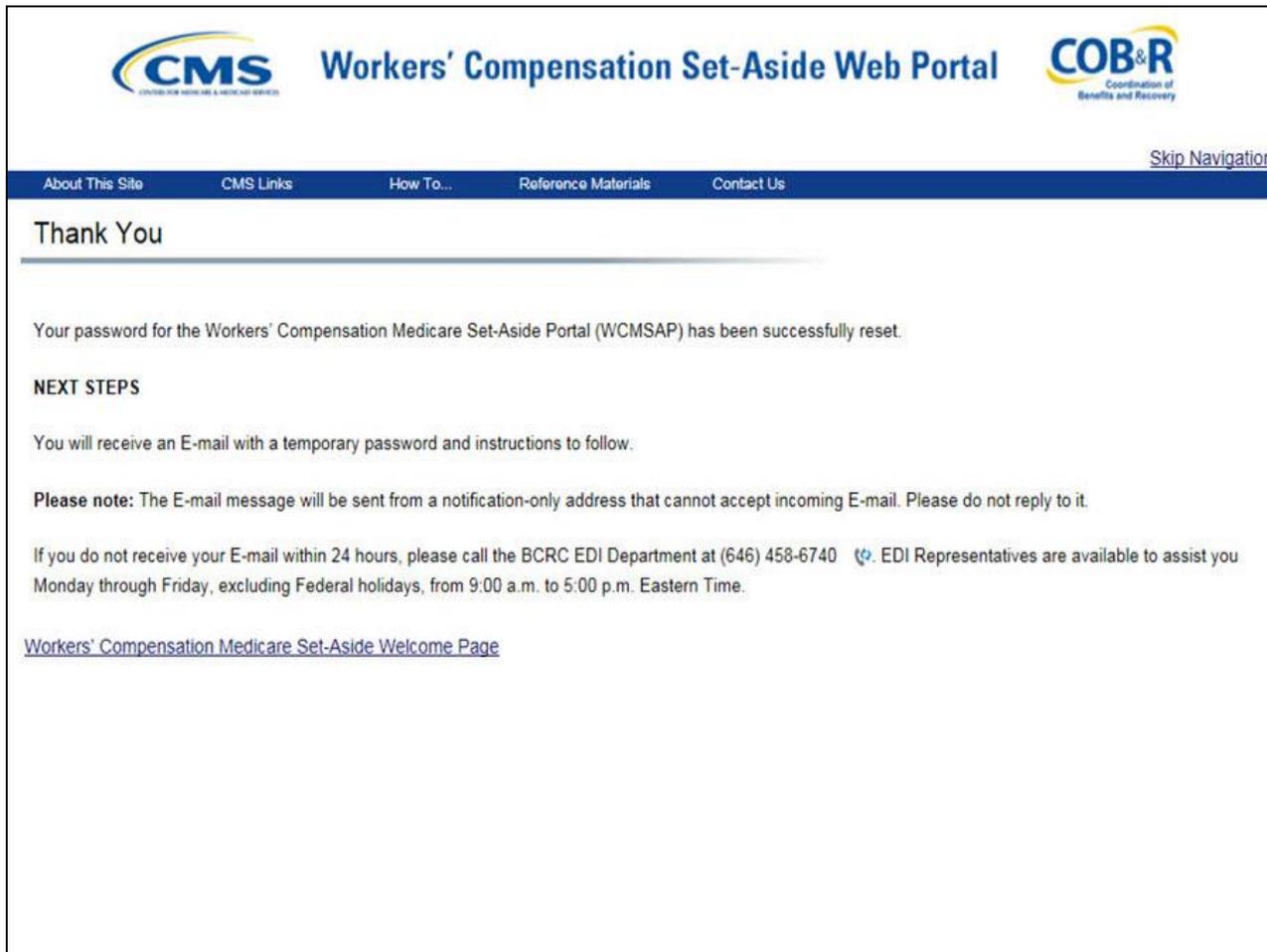
Security Question 1: What city were you born?  
\*Answer 1:

Security Question 2: What is your father's middle name?  
\*Answer 2:

Slide notes

If the information entered is correct, your new, temporary password will be sent via e-mail.

## Slide 27 - of 63



The screenshot shows the 'Thank You' page of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Centers for Medicare & Medicaid Services). In the center is the title 'Workers' Compensation Set-Aside Web Portal'. At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the title is a navigation bar with links: 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us'. A 'Skip Navigation' link is also present. The main content area begins with the heading 'Thank You' followed by a horizontal line. Below this, a message states: 'Your password for the Workers' Compensation Medicare Set-Aside Portal (WCMSAP) has been successfully reset.' This is followed by a section titled 'NEXT STEPS' with the text: 'You will receive an E-mail with a temporary password and instructions to follow.' A 'Please note' section follows, stating: 'The E-mail message will be sent from a notification-only address that cannot accept incoming E-mail. Please do not reply to it.' Another note says: 'If you do not receive your E-mail within 24 hours, please call the BCRC EDI Department at (646) 458-6740. EDI Representatives are available to assist you Monday through Friday, excluding Federal holidays, from 9:00 a.m. to 5:00 p.m. Eastern Time.' At the bottom, there is a link: '[Workers' Compensation Medicare Set-Aside Welcome Page](#)'.

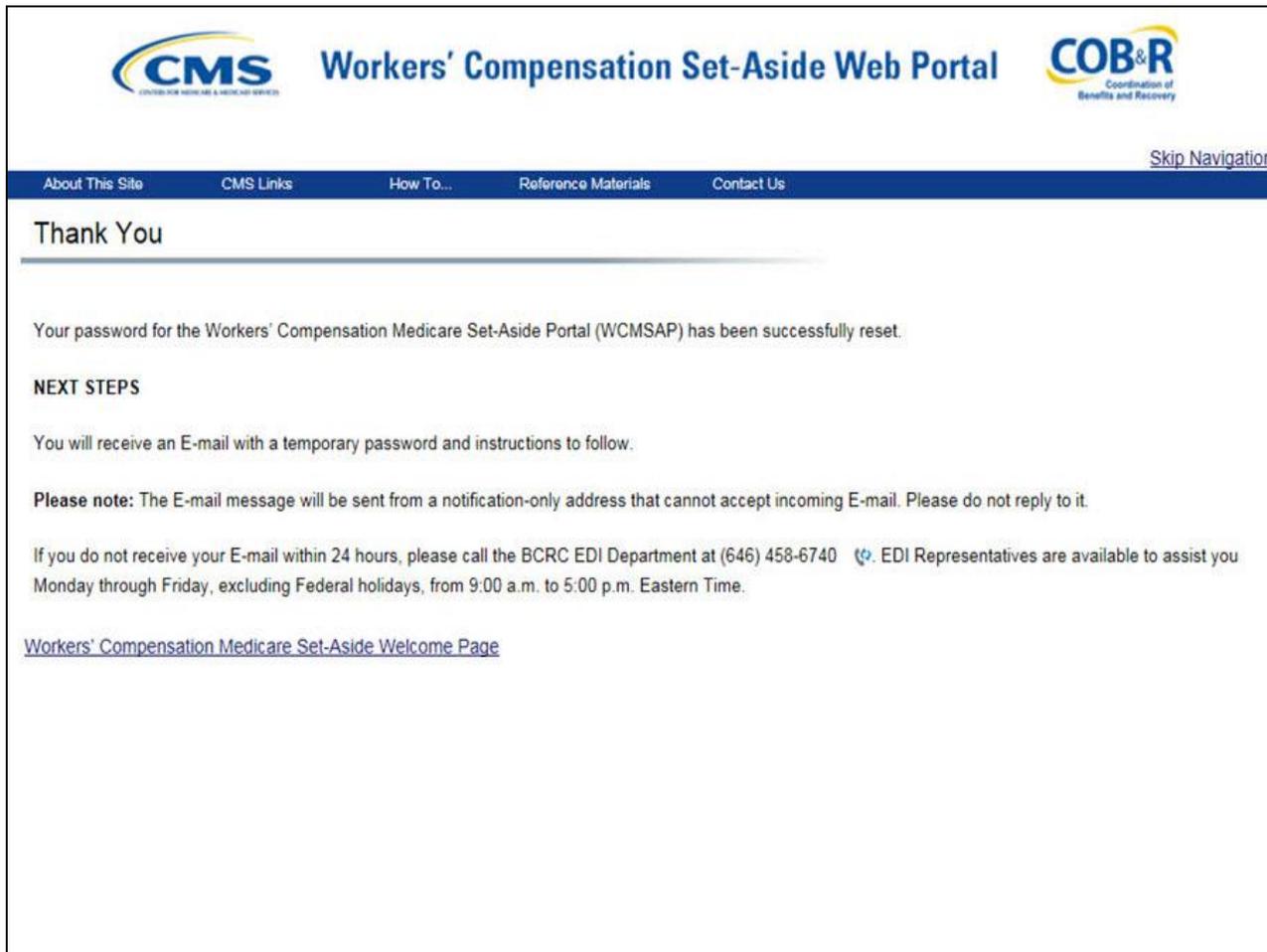
**Slide notes**

The Thank You page displays if your answers are correct indicating that the system has generated a temporary password and sent it to your registered e-mail address.

The e-mail will include instructions to reset your password.

If you do not receive an e-mail within 24 hours, contact an EDI Representative.

## Slide 28 - of 63



The screenshot displays the top of a web portal with the CMS logo on the left and the COB&R logo on the right. The main title is "Workers' Compensation Set-Aside Web Portal". A navigation bar contains links for "About This Site", "CMS Links", "How To...", "Reference Materials", and "Contact Us", along with a "Skip Navigation" link. The main content area is titled "Thank You" and contains the following text:

Your password for the Workers' Compensation Medicare Set-Aside Portal (WCMSAP) has been successfully reset.

**NEXT STEPS**

You will receive an E-mail with a temporary password and instructions to follow.

**Please note:** The E-mail message will be sent from a notification-only address that cannot accept incoming E-mail. Please do not reply to it.

If you do not receive your E-mail within 24 hours, please call the BCRC EDI Department at (646) 458-6740. EDI Representatives are available to assist you Monday through Friday, excluding Federal holidays, from 9:00 a.m. to 5:00 p.m. Eastern Time.

[Workers' Compensation Medicare Set-Aside Welcome Page](#)

## Slide notes

Click the Workers' Compensation Medicare Set-Aside Welcome Page link to return to the Welcome page.

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**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

## Welcome to the WCMSAP

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**WCMSAP Message**  
Testing Message Text

**GETTING STARTED**  
For more information, refer to How To Get Started under the How To menu option.

**STEP 1** **STEP 2**

**New Registration** **Account Setup**  
(Account ID and PIN required)

**Sign into your account**

User Name:  
  
[Forgot ID](#)

Password:  
  
[Forgot Password](#)

Slide notes

You will be required to change your temporary password the next time you login to the WCMSAP.

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The screenshot shows the 'Change Password' page of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services) and the portal title. At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar below the logos contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Change Password'. Below the heading, a note says 'Choose your password carefully.' To the right is a 'QUICK HELP' button with a link to 'Help About This Page'. A list of password requirements is provided: password must be changed every 60 days; must be at least 8 characters; must contain at least one upper-case letter, one lower-case letter, one number, and one special character; must contain a minimum of four changed characters from the previous password; cannot be changed more than once per day; must be different from the previous 6 passwords; and cannot contain a reserved word. Below the requirements, a note states 'An asterisk (\*) indicates a required field.' There are three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left are 'Cancel' and 'Continue' buttons.

Slide notes

When you login, enter your temporary password in the current password field and enter the new password twice.

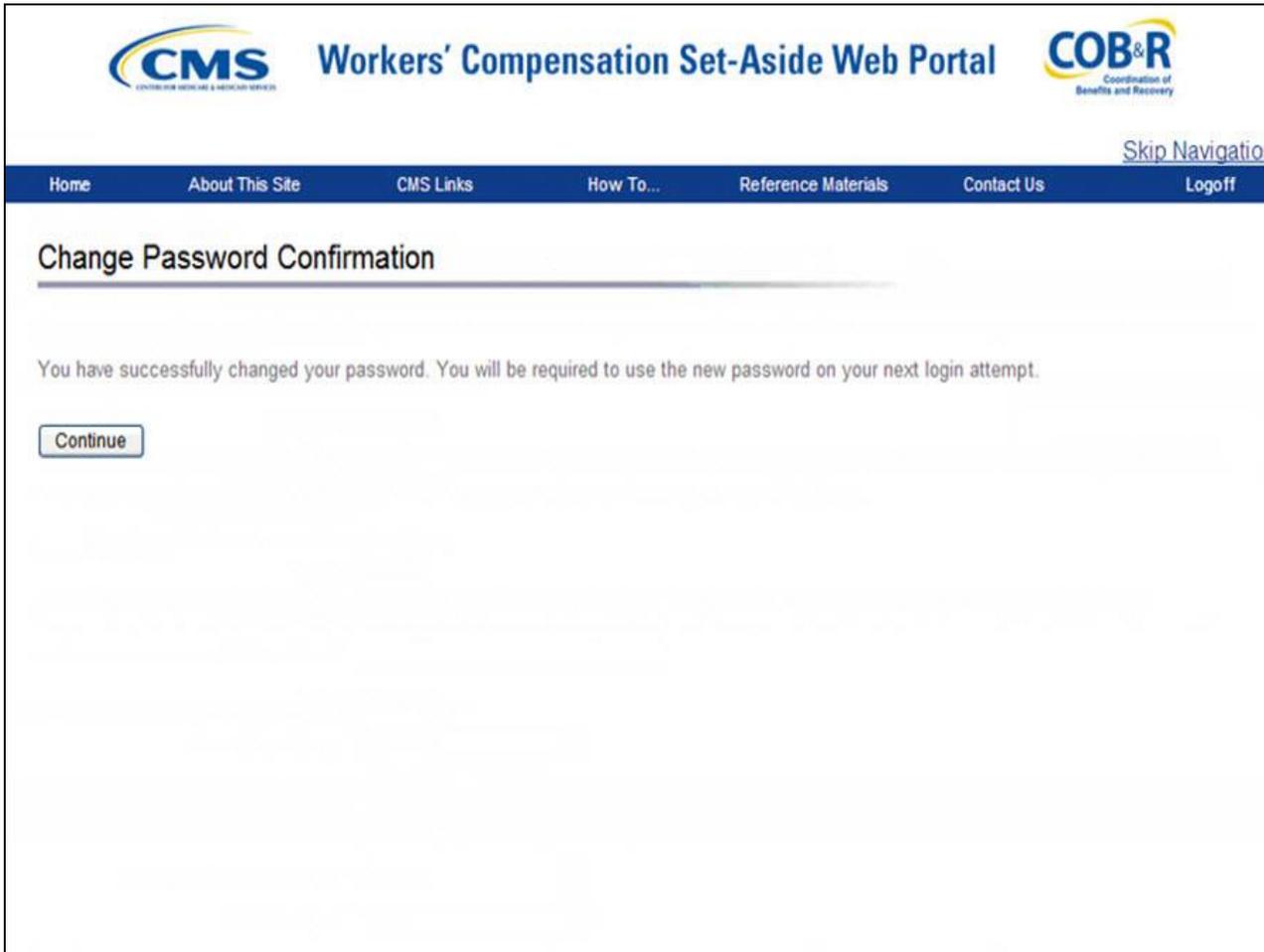
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The screenshot shows the 'Change Password' page of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services) and the portal title. At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar below the logos contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Change Password'. Below the heading, a note says 'Choose your password carefully.' To the right is a 'QUICK HELP' button with a link to 'Help About This Page'. A list of password requirements is provided: password must be changed every 60 days; must be at least 8 characters; must contain at least one upper-case letter, one lower-case letter, one number, and one special character; must contain a minimum of four changed characters from the previous password; cannot be changed more than once per day; must be different from the previous 6 passwords; and cannot contain a reserved word. Below the requirements, a note states 'An asterisk (\*) indicates a required field.' There are three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left are 'Cancel' and 'Continue' buttons.

Slide notes

Once the passwords have been entered, click Continue.

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The screenshot shows the top of a web portal with the CMS logo (Center for Medicare & Medicaid Services) on the left and the COB&R logo (Coordination of Benefits and Recovery) on the right. The main title is "Workers' Compensation Set-Aside Web Portal". A navigation bar contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also present. The main content area displays the heading "Change Password Confirmation" followed by the message: "You have successfully changed your password. You will be required to use the new password on your next login attempt." A "Continue" button is located below the message.

Slide notes

The Change Password Confirmation page will display, confirming that the password has been modified.

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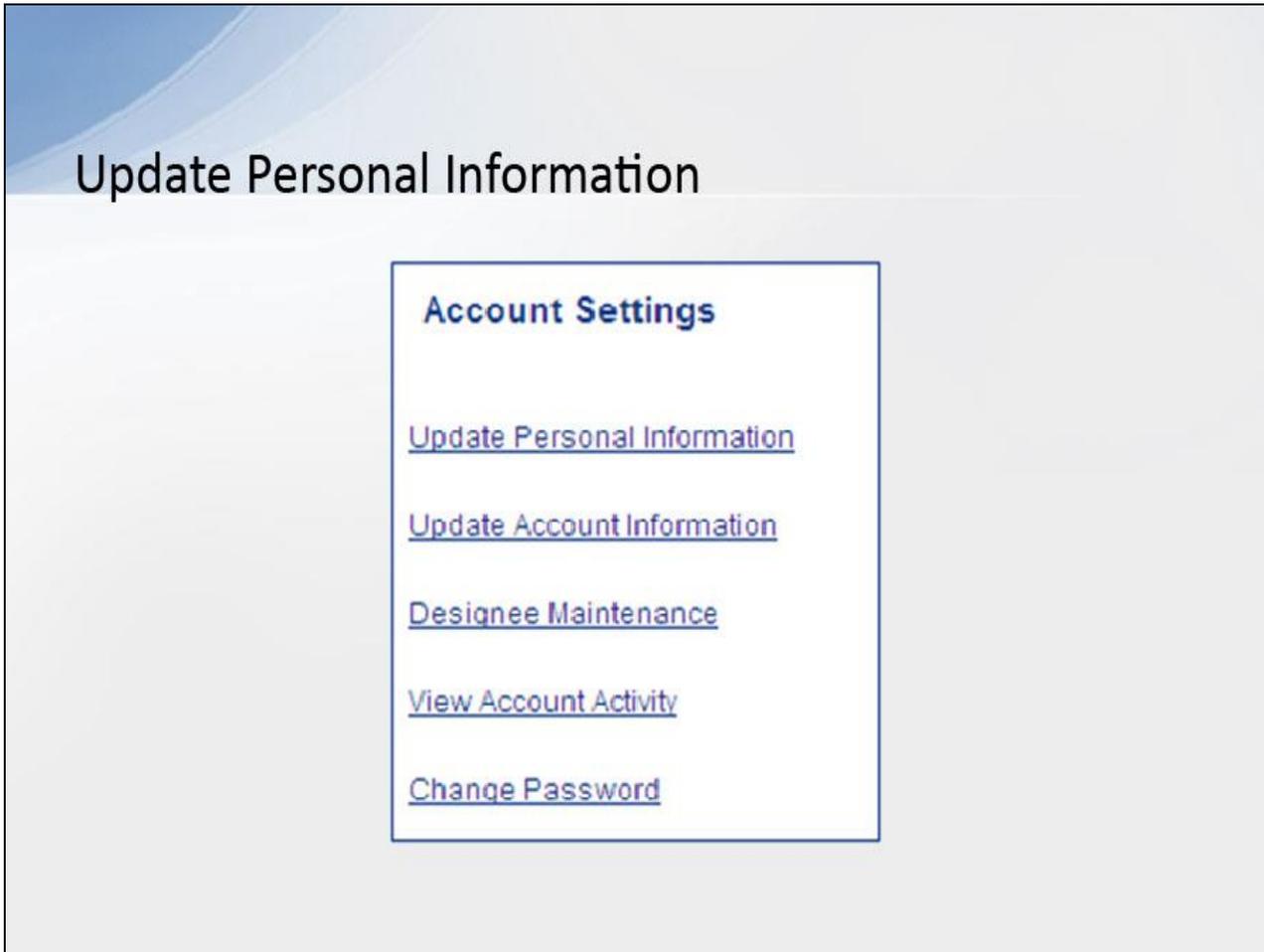
The screenshot shows the top of a web portal. On the left is the CMS logo (Center for Medicare & Medicaid Services). In the center is the text "Workers' Compensation Set-Aside Web Portal". On the right is the COB&R logo (Coordination of Benefits and Recovery). Below the logos is a dark blue navigation bar with white text links: Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also visible. The main content area has the heading "Change Password Confirmation" underlined. Below the heading is a message: "You have successfully changed your password. You will be required to use the new password on your next login attempt." At the bottom left of the message area is a "Continue" button.

Slide notes

Use your new password the next time you log into the WCMSAP.

Please note: When you change your password in the WCMSAP, the password will be changed in all Section 111 Coordination of Benefits Secure Web site (COBSW) applications that you are authorized to use.

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The screenshot displays a web interface with a light blue header area containing the text "Update Personal Information". Below this, a white rectangular box with a blue border is titled "Account Settings". Inside this box, there are five underlined blue links: "Update Personal Information", "Update Account Information", "Designee Maintenance", "View Account Activity", and "Change Password".

Slide notes

## Slide 35 - of 63

The screenshot shows the WCMSAP home page. At the top, there are logos for CMS (Centers for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). The main title is "Workers' Compensation Set-Aside Web Portal". A navigation bar includes links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also present. The main content area is titled "WCMSAP" and contains a paragraph explaining the site's purpose: "The WCMSAP provides an interface for entry of Workers' Compensation Medicare Set-Aside (WCMSA) proposals. You may use this site to enter the case information directly. The site also provides the ability to track submitted cases and the statuses without inquiry to the BCRC or CMS. Case Lookup and View Alert functions are also available. Click the desired link below to perform that function." Below this, it says "You may modify Account Settings by clicking the appropriate link under the Account Settings list." There are three links under "I'd like to...": "Create a New Case", "Case Lookup", and "View Alerts". On the right side, there is a "QUICK HELP" box with a link "Help About This Page". Below that is an "Account Settings" box with links for "Update Personal Information", "Update Account Information", "Designee Maintenance", "View Account Activity", and "Change Password".

## Slide notes

The WCMSAP provides users with the ability to change or correct their Personal Information.

Although this information is recorded during your initial registration process, it can be updated and changed, if necessary.

To do this, click the Update Personal Information link in the Account Settings box on the WCMSAP Home page.

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**Update Personal Information**

An asterisk (\*) indicates a required field.

First Name: \*  MI:  Last Name: \*

Date of Birth: \*

E-mail Address: \*

Re-enter E-mail Address: \*

Phone: \*  -  -  - ext.

**Mailing Address:**

Address Line 1: \*

Address Line 2:

City: \*

State: \*  ▼

Zip Code: \*  -

**QUICK HELP**  
[Help About This Page](#)

Slide notes

The Update Personal Information page will display.

Slide 37 - of 63

**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Center for Medicare & Medicaid Services Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Update Personal Information

An asterisk (\*) indicates a required field.

First Name: \*  MI:  Last Name: \*

Date of Birth: \*

E-mail Address: \*

Re-enter E-mail Address: \*

Phone: \*  -  -  - ext.

**Mailing Address:**

Address Line 1: \*

Address Line 2:

City: \*

State: \*

Zip Code: \*  -

**QUICK HELP**  
[Help About This Page](#)

Slide notes

Users can update any of their personal information except for Date of Birth.

Slide 38 - of 63

**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Update Personal Information

An asterisk (\*) indicates a required field.

First Name: \*  MI:  Last Name: \*

Date of Birth: \*

E-mail Address: \*

Re-enter E-mail Address: \*

Phone: \*  -  -  - ext.

**Mailing Address:**

Address Line 1: \*

Address Line 2:

City: \*

State: \*

Zip Code: \*  -

**QUICK HELP**  
[Help About This Page](#)

Slide notes

After making any necessary changes, click Next to submit the updated information.

Slide 39 - of 63

The screenshot displays the 'Workers' Compensation Set-Aside Web Portal' with the CMS logo on the left and the COB&R logo on the right. A navigation bar contains links for 'About This Site', 'CMS Links', 'How To...', 'Reference Materials', and 'Contact Us'. The main content area is titled 'Personal Information Update Confirmation' and includes a confirmation message, a 'Print this page' link, and a list of user details such as 'First Name: FIRST MI: M Last Name: LAST', 'E-Mail Address: AAAAAAAAAA', 'Phone: ###-###-#### ext. ####', 'Mailing Address', 'Address Line 1: AAAAAAAAAA', 'Address Line 2: AAAAAAAAAA', 'City: AAAAAAAAAA', 'State: AAAAAAAAAA', and 'Zip Code: #####'. A 'Return to Home' button is located at the bottom left of the page.

Slide notes

The system will update your personal information and display the Personal Information Update Confirmation page shown here.

Slide 40 - of 63

**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#)

### Personal Information Update Confirmation

Your information has been updated. Print this page for your records.  [Print this page](#)

**Personal Information**

First Name: FIRST MI: M Last Name: LAST  
E-Mail Address: AAAAAAAAAA  
Phone: ###-###-#### ext. ####

**Mailing Address:**

Address Line 1: AAAAAAAAAA  
Address Line 2: AAAAAAAAAA  
City: AAAAAAAAAA  
State: AAAAAAAAAA  
Zip Code: #####

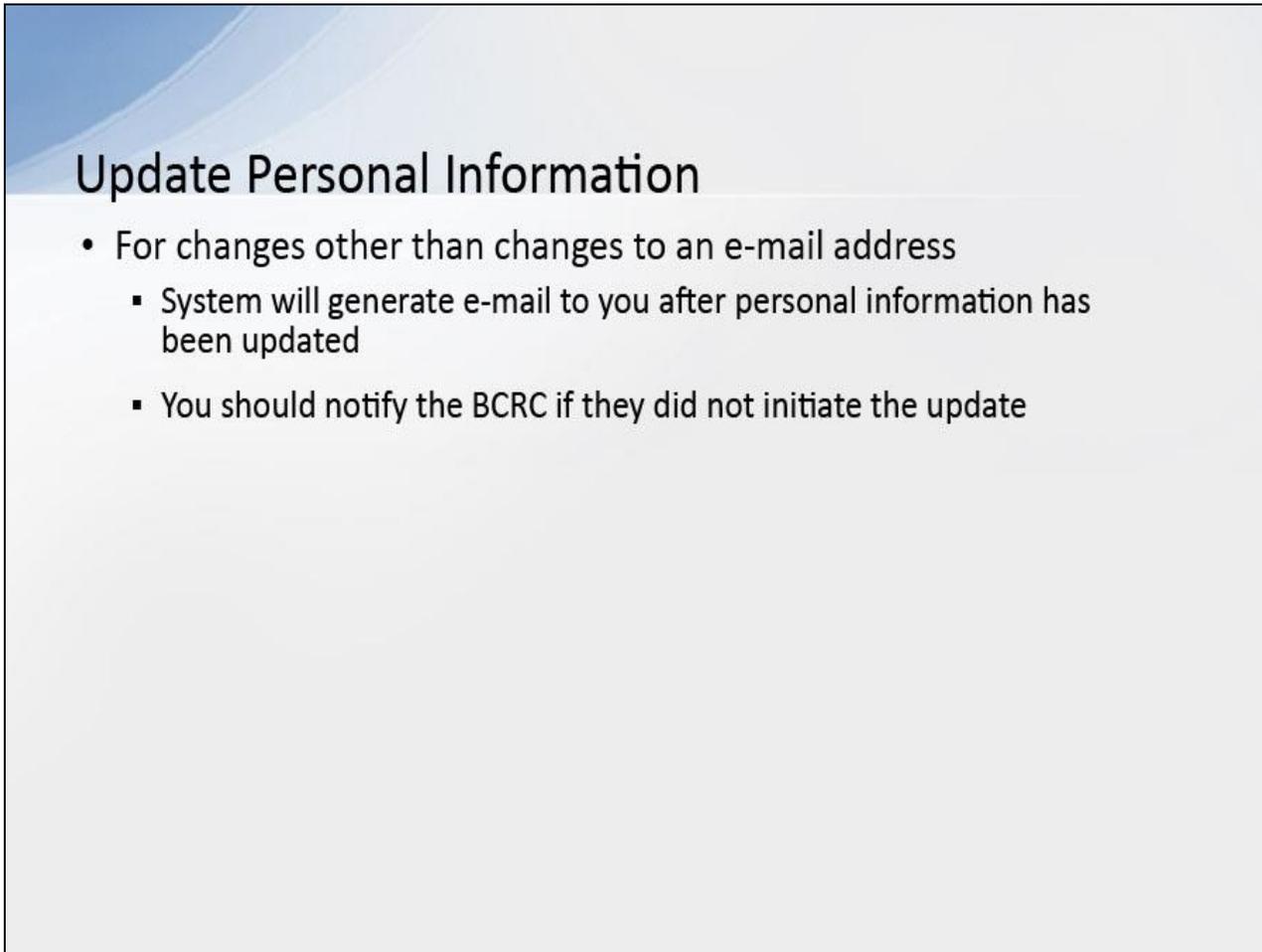
[Return to Home](#)

Slide notes

Click the Return to Home button to return to the WCMSAP Home page.

The system then sends you an e-mail, indicating that your personal information has been changed.

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The slide features a light blue header with a white curved graphic on the left. The main content area is white with a thin black border. The title 'Update Personal Information' is in a large, bold, black font. Below the title is a bulleted list with three items: a main bullet point followed by two sub-bullet points.

## Update Personal Information

- For changes other than changes to an e-mail address
  - System will generate e-mail to you after personal information has been updated
  - You should notify the BCRC if they did not initiate the update

**Slide notes**

For all personal information changes, other than changes to the e-mail address, the system will generate an e-mail message to you after the personal information has been updated.

You will be instructed to notify the Benefits Coordination & Recovery Center (BCRC) if you did not initiate the update.

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## Update Personal Information

- For e-mail address change
  - System will ensure new e-mail address is unique
  - Cannot be updated with the e-mail address of a revoked Login ID
  - If e-mail address is acceptable, system will send e-mail to user's old e-mail address
    - User is instructed to click link to proceed with changes
    - User should not click link and should contact the BCRC if they did not initiate the e-mail address change
    - If user clicks link, e-mail will be sent to user's new e-mail address

### Slide notes

When you update your e-mail address, the system will ensure that the new e-mail address is unique within the system.

It cannot be updated with the e-mail address of a revoked Login ID.

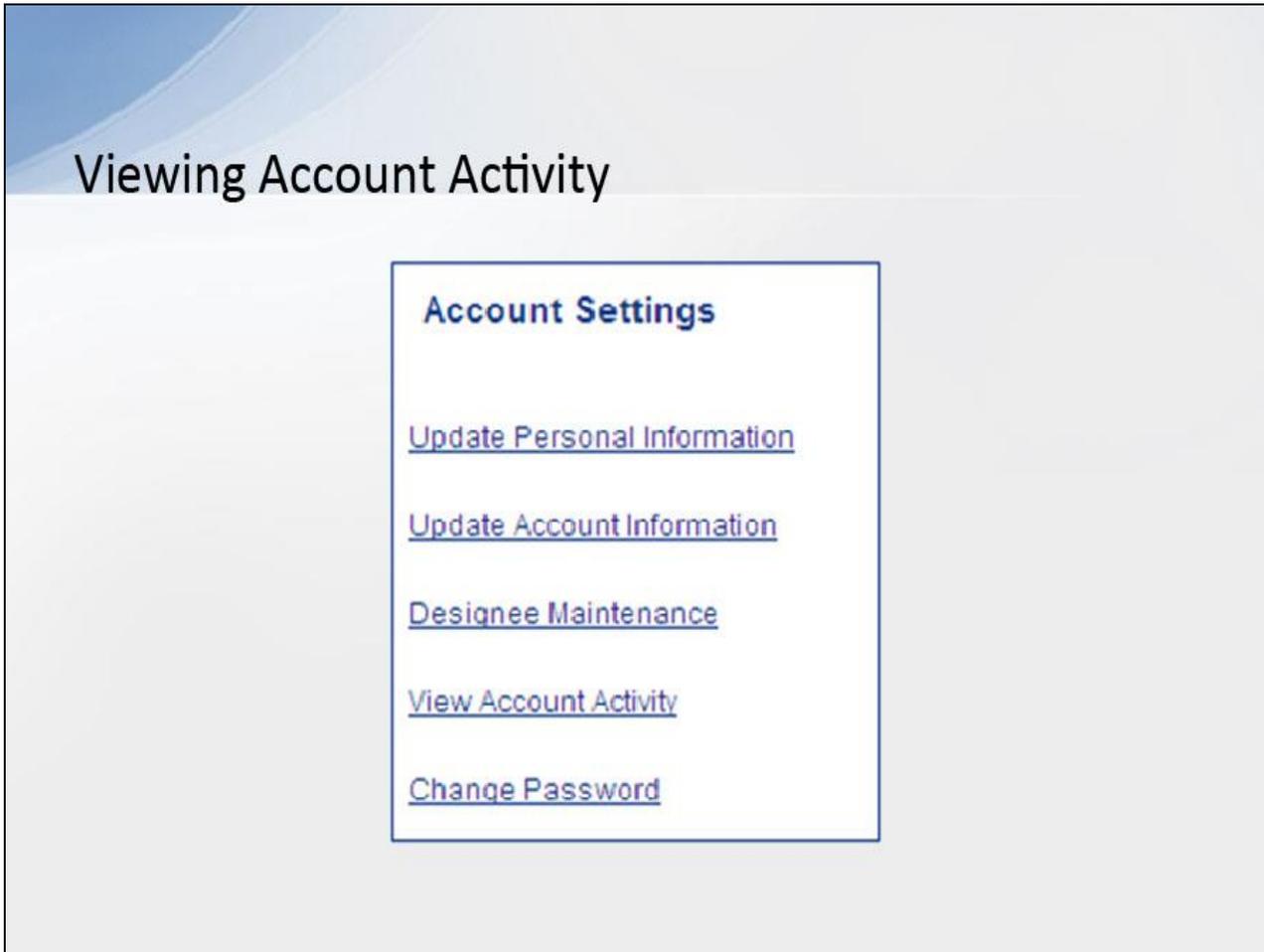
If the e-mail address is acceptable, the system will first send an e-mail to your old e-mail address stating that an e-mail address change has been requested.

You will be instructed to click on a link to proceed with the changes, but only if you initiated the change.

You will be instructed not to click the link and to notify the BCRC if you did not initiate the e-mail address change.

If you click the link, an e-mail reflecting the change will then be sent to your new e-mail address.

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Slide notes

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## Viewing Account Activity

- Review activity for Account ID, including:
  - Initial Registration
  - Account Setup (Account Manager Registration)
  - Add Designee
  - Delete Designee
  - Update of Account Information
  - Case Submitted
  - Document Replaced

### Slide notes

All activity performed for an Account ID can be reviewed. Typical activity recorded includes: Initial Registration, Account Setup (Account Manager Registration), Add Designee, Delete Designee, Update of Account Information, Case Submitted, and Document Replaced.

## Slide 45 - of 63

The screenshot shows the WCMSAP home page. At the top, there are logos for CMS (Centers for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). The main title is "Workers' Compensation Set-Aside Web Portal". A navigation bar includes links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also present. The main content area is titled "WCMSAP" and contains a paragraph explaining the site's purpose: "The WCMSAP provides an interface for entry of Workers' Compensation Medicare Set-Aside (WCMSA) proposals. You may use this site to enter the case information directly. The site also provides the ability to track submitted cases and the statuses without inquiry to the BCRC or CMS. Case Lookup and View Alert functions are also available. Click the desired link below to perform that function." Below this, it says "You may modify Account Settings by clicking the appropriate link under the Account Settings list." There is a section titled "I'd like to..." with links for "Create a New Case", "Case Lookup", and "View Alerts". On the right side, there is a "QUICK HELP" box with a link for "Help About This Page". Below that is an "Account Settings" box with links for "Update Personal Information", "Update Account Information", "Designee Maintenance", "View Account Activity", and "Change Password".

## Slide notes

Users can view the activity for the WCMSAP account by clicking the View Account Activity link in the Account Settings box on the WCMSAP Home page.

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The screenshot shows the 'Account Activity' page of the Workers' Compensation Set-Aside Web Portal. At the top, there are logos for CMS (Center for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). A navigation bar includes links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Account Activity', with a 'Print this page' icon and link to the right. Below the heading is a 'QUICK HELP' box with a 'Help About This Page' link. The 'Account ID' field is redacted. A message states: 'Below details account activity for the Account ID listed. Please report any discrepancies to the Benefits Coordination & Recovery Center (BCRC). Select Return Home to return to the Home Page.' A table displays the activity history:

Activity Date	Activity Description	User
November 06, 2014	Account Setup	[REDACTED]
November 05, 2014	Initial Registration	

A 'Return Home' button is located at the bottom left of the page.

Slide notes

The Account Activity page will display.

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The screenshot shows the 'Account Activity' page of the Workers' Compensation Set-Aside Web Portal. At the top, there are logos for CMS (Center for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). A navigation bar includes links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Account Activity', with a 'Print this page' icon and link to the right. Below the heading, there is a 'QUICK HELP' section with a 'Help About This Page' link. The 'Account ID' field is redacted. A message states: 'Below details account activity for the Account ID listed. Please report any discrepancies to the Benefits Coordination & Recovery Center (BCRC). Select Return Home to return to the Home Page.' A table displays the activity history:

Activity Date	Activity Description	User
November 06, 2014	Account Setup	[REDACTED]
November 05, 2014	Initial Registration	

A 'Return Home' button is located at the bottom left of the page.

Slide notes

The system provides an Account Activity history page that lists Activity Date, Activity Description and User.

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The screenshot displays the 'Workers' Compensation Set-Aside Web Portal'. At the top left is the CMS logo (Center for Medicare & Medicaid Services). At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Account Activity', with a 'Print this page' icon and link to the right. Below the heading, there is a 'QUICK HELP' box with a 'Help About This Page' link. The 'Account ID:' field is redacted. A message states: 'Below details account activity for the Account ID listed. Please report any discrepancies to the Benefits Coordination & Recovery Center (BCRC). Select Return Home to return to the Home Page.' A table follows with the following data:

Activity Date	Activity Description	User
November 06, 2014	Account Setup	[REDACTED]
November 05, 2014	Initial Registration	

A 'Return Home' button is located at the bottom left of the content area.

Slide notes

Report any discrepancies to the BCRC.

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The screenshot displays the 'Workers' Compensation Set-Aside Web Portal'. At the top left is the CMS logo (Center for Medicare & Medicaid Services). At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Account Activity', with a 'Print this page' icon and link to the right. Below the heading is a 'QUICK HELP' box with a 'Help About This Page' link. The 'Account ID:' field is redacted. A message states: 'Below details account activity for the Account ID listed. Please report any discrepancies to the Benefits Coordination & Recovery Center (BCRC). Select Return Home to return to the Home Page.' A table shows the following activity:

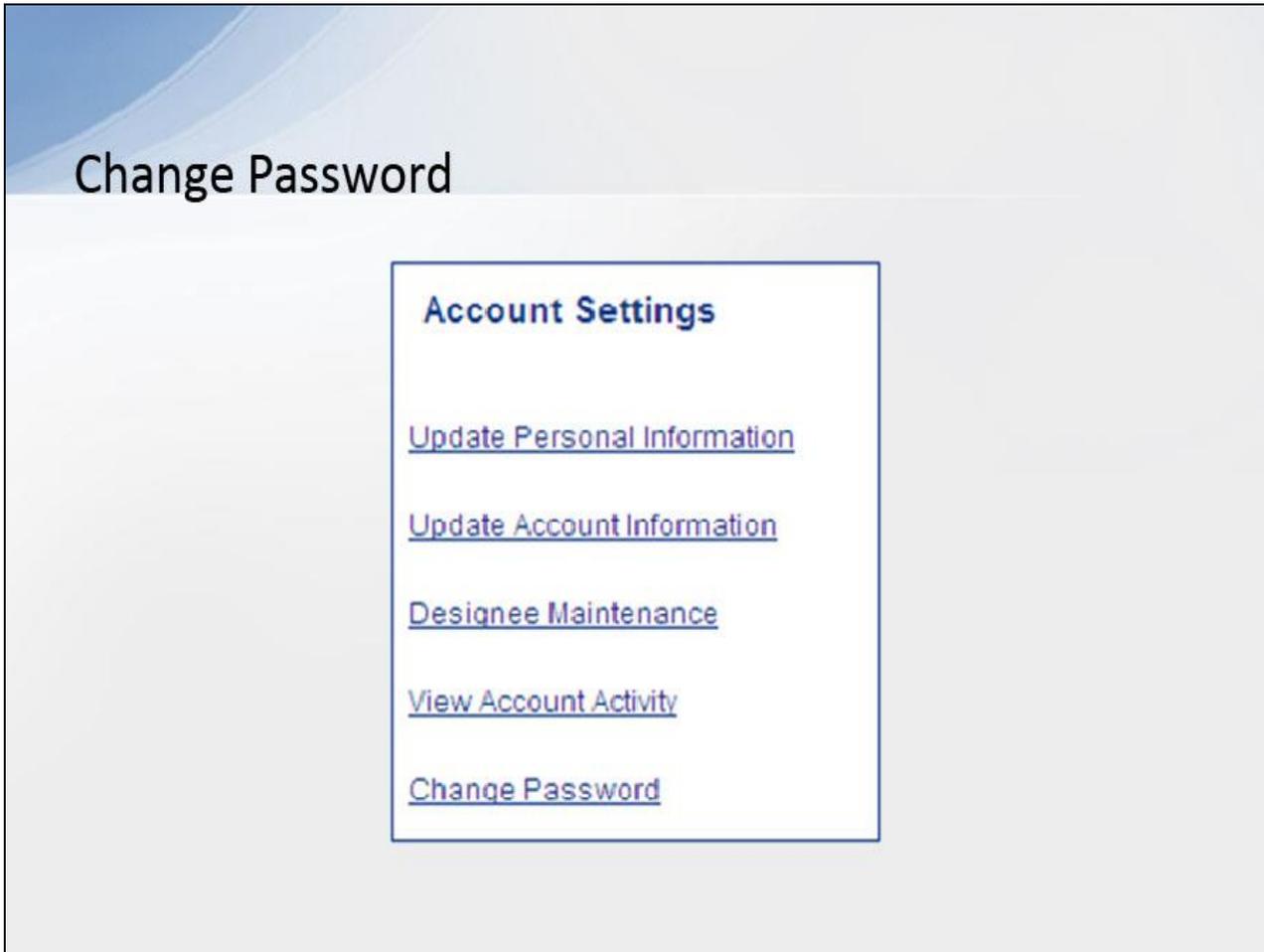
Activity Date	Activity Description	User
November 06, 2014	Account Setup	[REDACTED]
November 05, 2014	Initial Registration	

A 'Return Home' button is located at the bottom left of the activity section.

Slide notes

After you have reviewed the account activity, click the Return to Home button to return to the WCMSAP Home page.

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Slide notes

## Slide 51 - of 63

The screenshot shows the homepage of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services) and the title "Workers' Compensation Set-Aside Web Portal". At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the logos is a navigation bar with links: Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also present. The main content area is titled "WCMSAP" and contains the following text:

The WCMSAP provides an interface for entry of Workers' Compensation Medicare Set-Aside (WCMSA) proposals. You may use this site to enter the case information directly. The site also provides the ability to track submitted cases and the statuses without inquiry to the BCRC or CMS. Case Lookup and View Alert functions are also available. Click the desired link below to perform that function.

You may modify Account Settings by clicking the appropriate link under the Account Settings list.

**I'd like to...**

- [Create a New Case](#)
- [Case Lookup](#)
- [View Alerts](#)

On the right side, there is a "QUICK HELP" box with a link to [Help About This Page](#). Below it is an "Account Settings" box with the following links:

- [Update Personal Information](#)
- [Update Account Information](#)
- [Designee Maintenance](#)
- [View Account Activity](#)
- [Change Password](#)

## Slide notes

The WCMSAP also provides the ability to change your password.

In order to initiate this change, click the Change Password link in the Account Settings box on the right side of the page.

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**CMS** Workers' Compensation Set-Aside Web Portal **COB&R**  
Coordination of Benefits and Recovery

[Skip Navigation](#)

[Home](#) [About This Site](#) [CMS Links](#) [How To...](#) [Reference Materials](#) [Contact Us](#) [Logoff](#)

## Change Password

Choose your password carefully.

**QUICK HELP**  
[Help About This Page](#)

- Password must be changed every sixty (60) days.
- Password must consist of at least eight (8) characters.
- Password must contain at least one upper-case letter, one lower-case letter, one number, and one special character.
- Password must contain a minimum of four (4) changed characters from the previous password.
- Password cannot be changed more than once per day.
- Password must be different from the previous 6 passwords.
- Password cannot contain a reserved word (See Help About This Page for a complete list)

An asterisk (\*) indicates a required field.

Enter your current password: \*

Enter your new password: \*

Re-enter your new password: \*

Slide notes

The Change Password page will display.

## Slide 53 - of 63

The screenshot shows the 'Change Password' page of the Workers' Compensation Set-Aside Web Portal. The page header includes the CMS logo, the portal title, and the COB&R logo. A navigation bar contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main content area is titled 'Change Password' and includes a 'QUICK HELP' button with a link to 'Help About This Page'. Below the title, a warning states 'Choose your password carefully.' followed by a list of password requirements: must be changed every 60 days, at least 8 characters, include upper-case, lower-case, number, and special characters, at least 4 changed characters from the previous password, cannot be changed more than once per day, must be different from the previous 6 passwords, and cannot contain a reserved word. A note indicates that an asterisk (\*) denotes a required field. The form contains three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left are 'Cancel' and 'Continue' buttons.

**Change Password**

Choose your password carefully.

**QUICK HELP**  
[Help About This Page](#)

- Password must be changed every sixty (60) days.
- Password must consist of at least eight (8) characters.
- Password must contain at least one upper-case letter, one lower-case letter, one number, and one special character.
- Password must contain a minimum of four (4) changed characters from the previous password.
- Password cannot be changed more than once per day.
- Password must be different from the previous 6 passwords.
- Password cannot contain a reserved word (See Help About This Page for a complete list)

An asterisk (\*) indicates a required field.

Enter your current password: \*

Enter your new password: \*

Re-enter your new password: \*

## Slide notes

Enter your current password once and new password twice following the listed guidelines then click the Continue button.

Slide 54 - of 63

The screenshot displays the 'Workers' Compensation Set-Aside Web Portal' interface. At the top left is the CMS logo (Center for Medicare & Medicaid Services), and at the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar below the logos contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Change Password'. Below the heading, a 'QUICK HELP' button is visible, with a sub-link 'Help About This Page'. The instructions state: 'Choose your password carefully.' followed by a bulleted list of password requirements: must be changed every 60 days; at least 8 characters; must contain at least one upper-case letter, one lower-case letter, one number, and one special character; must contain a minimum of four (4) changed characters from the previous password; cannot be changed more than once per day; must be different from the previous 6 passwords; and cannot contain a reserved word. Below the instructions, a note states: 'An asterisk (\*) indicates a required field.' The form contains three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left of the form are 'Cancel' and 'Continue' buttons.

Slide notes

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The screenshot shows the 'Change Password' page of the Workers' Compensation Set-Aside Web Portal. At the top, there are logos for CMS (Center for Medicare & Medicaid Services) and COB&R (Coordination of Benefits and Recovery). A navigation bar includes links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Change Password'. Below it, a note says 'Choose your password carefully.' To the right is a 'QUICK HELP' button with a link to 'Help About This Page'. A list of password requirements is provided: password must be changed every 60 days, at least 8 characters, include upper-case, lower-case, number, and special characters, at least 4 changed characters from the previous password, cannot be changed more than once per day, must be different from the previous 6 passwords, and cannot contain a reserved word. Below the requirements, a note states 'An asterisk (\*) indicates a required field.' There are three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left are 'Cancel' and 'Continue' buttons.

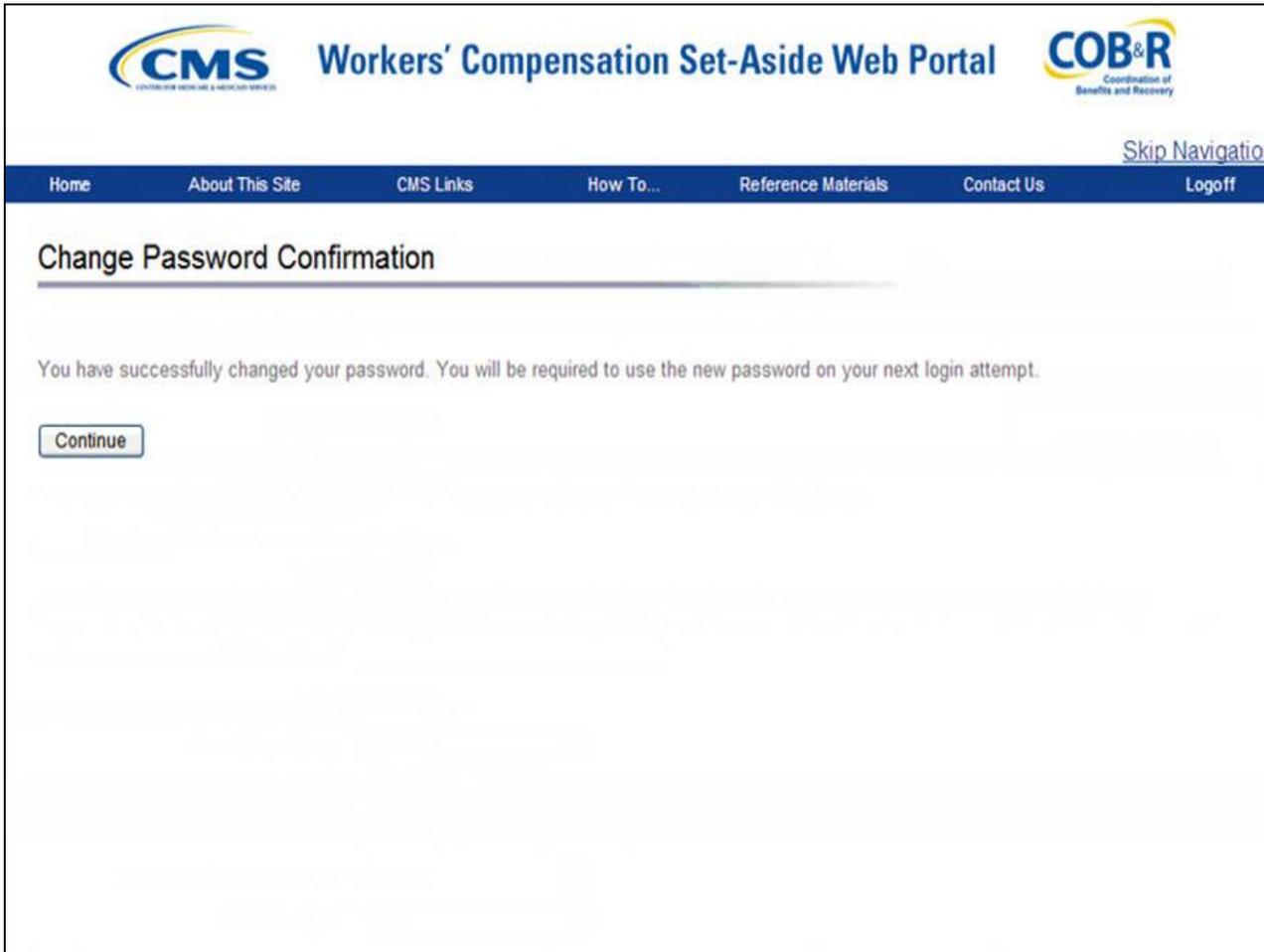
Slide notes

Slide 56 - of 63

The screenshot shows the 'Change Password' page of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services) and the text 'Workers' Compensation Set-Aside Web Portal'. At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar below the logos contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main heading is 'Change Password'. Below the heading, a note says 'Choose your password carefully.' To the right is a 'QUICK HELP' button with a link to 'Help About This Page'. A list of password requirements is provided: password must be changed every 60 days; must be at least 8 characters; must contain at least one upper-case letter, one lower-case letter, one number, and one special character; must contain a minimum of four changed characters from the previous password; cannot be changed more than once per day; must be different from the previous 6 passwords; and cannot contain a reserved word. Below the requirements, a note states 'An asterisk (\*) indicates a required field.' There are three input fields: 'Enter your current password: \*', 'Enter your new password: \*', and 'Re-enter your new password: \*'. At the bottom left are 'Cancel' and 'Continue' buttons.

Slide notes

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Slide notes

The system will display the Change Password Confirmation page indicating that the password has been reset.

You will be required to use your new password the next time you login.

Remember, when you change your password in the WCMSAP, the password will be changed in all Section 111 COBSW applications that you are authorized to use.

Slide 58 - of 63

The screenshot displays the 'Workers' Compensation Set-Aside Web Portal'. At the top left is the CMS logo (Center for Medicare & Medicaid Services). At the top right is the COB&R logo (Coordination of Benefits and Recovery). A navigation bar below the logos contains links for Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A 'Skip Navigation' link is also present. The main content area features the heading 'Change Password Confirmation' followed by a horizontal line. Below this, a message states: 'You have successfully changed your password. You will be required to use the new password on your next login attempt.' A 'Continue' button is located at the bottom left of the message area.

**Slide notes**

Click Continue to return to the WCMSAP Home page.

## Slide 59 - of 63

The screenshot shows the homepage of the Workers' Compensation Set-Aside Web Portal. At the top left is the CMS logo (Center for Medicare & Medicaid Services). In the center is the title "Workers' Compensation Set-Aside Web Portal". At the top right is the COB&R logo (Coordination of Benefits and Recovery). Below the logos is a navigation bar with links: Home, About This Site, CMS Links, How To..., Reference Materials, Contact Us, and Logoff. A "Skip Navigation" link is also present. The main content area is titled "WCMSAP" and contains a paragraph explaining the system's purpose: "The WCMSAP provides an interface for entry of Workers' Compensation Medicare Set-Aside (WCMSA) proposals. You may use this site to enter the case information directly. The site also provides the ability to track submitted cases and the statuses without inquiry to the BCRC or CMS. Case Lookup and View Alert functions are also available. Click the desired link below to perform that function." Below this paragraph is another paragraph: "You may modify Account Settings by clicking the appropriate link under the Account Settings list." To the right of the main text is a "QUICK HELP" box with a link "Help About This Page". Below that is an "Account Settings" box with links: "Update Personal Information", "Update Account Information", "Designee Maintenance", "View Account Activity", and "Change Password". On the left side of the main content area, under the heading "I'd like to...", there are three links: "Create a New Case", "Case Lookup", and "View Alerts".

## Slide notes

The WCMSAP system will allow you to exit the system and terminate your session at any time. Simply click the Logoff link at the top of the page.

## Slide 60 - of 63

**Workers' Compensation Set-Aside Web Portal**

Login Warning [Print this page](#)

**UNAUTHORIZED ACCESS TO THIS COMPUTER SYSTEM IS PROHIBITED BY LAW**

You are accessing a U.S. Government information system, which includes: (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

\*You have no reasonable expectation of privacy regarding any communication or data transiting or stored on this information system. At any time, and for any lawful Government purpose, the Government may monitor, intercept, and search and seize any communication or data transiting or stored on this information system.

\*Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.

**Privacy Act Statement**

The collection of this information is authorized by 42 U.S.C. 1395y(b)(5). The information collected will be used to identify and recover past mistaken Medicare primary payments and to prevent Medicare from making mistakes in the future for those Medicare Secondary Payer situations that continue to exist.

**Attestation of Information**

I have submitted all relevant information obtained and/or have knowledge of regarding this claimant, that was generated at any time on or after the Date of Incident (DOI) for the alleged accident/illness/injury/incident at issue, and has been included as part of this submission of the proposed amount for this WCMSA to the Centers for Medicare & Medicaid Services.

The information provided is complete, truthful, accurate, and meets all requirements set forth to use this process; and, I have read and understand all of the Centers for Medicare & Medicaid Services information at [Workers Compensation Agency Services](#)

LOG OFF IMMEDIATELY if you do not agree to the conditions stated in this warning.

[I Accept](#)  
[Decline](#)

<sup>1</sup> A Privacy Act system of records is a group of any records about individuals and under the control of any Federal agency from which information is retrieved by the name or other personal identifier of the individual.

## Slide notes

When you click the Logoff link, you will be returned to the Login Warning page.

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## Workers' Compensation Set-Aside Web Portal



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## Slide notes

Once this page displays, you may close your browser.

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You have completed the Login and User Maintenance course. The information in this course can be referenced by using the document at the link below:

<https://cob.cms.hhs.gov/WCMSA/help/userManual/WCMSAUserManual.pdf>

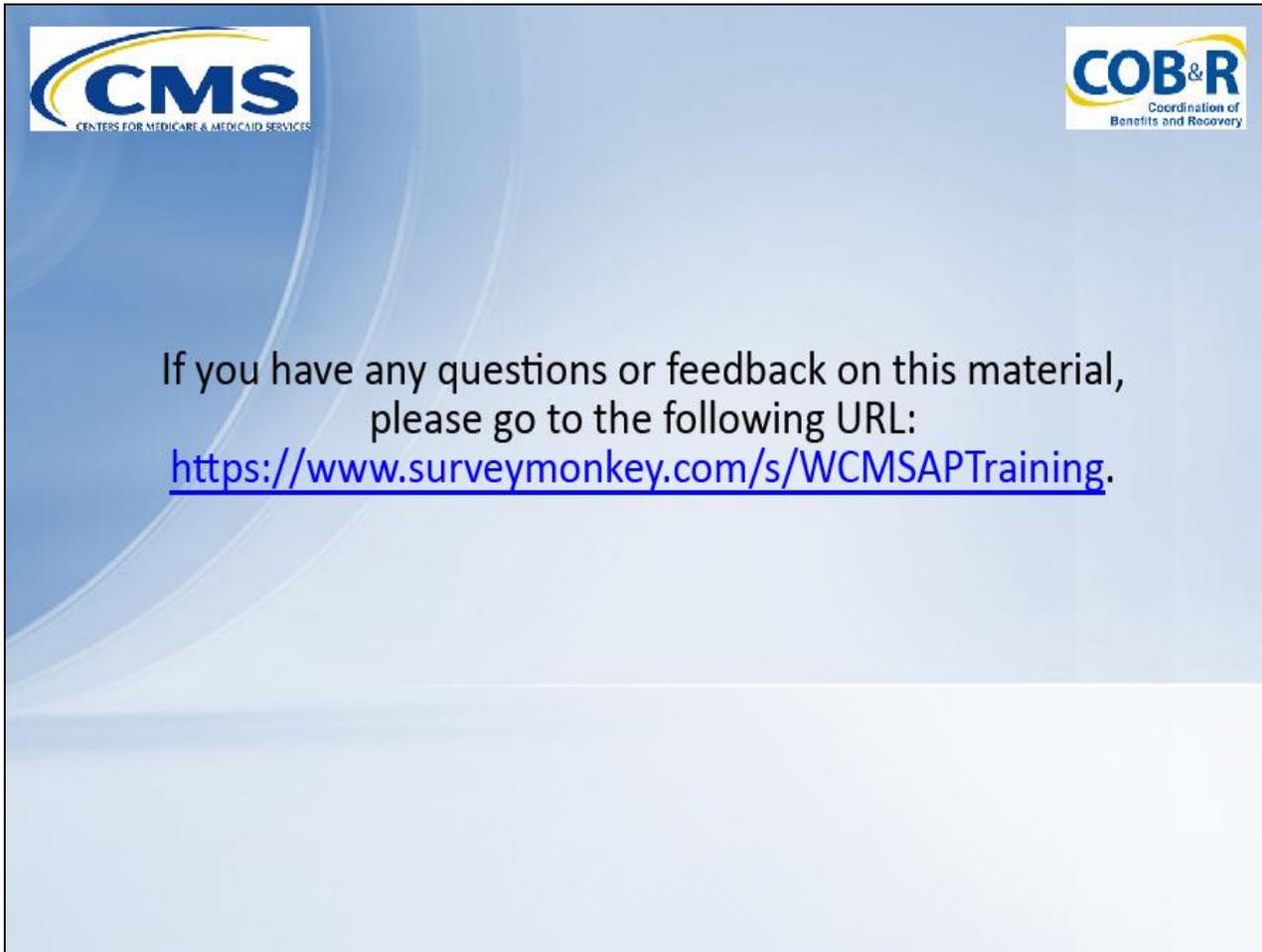
**Slide notes**

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The slide features a light blue background with a white horizontal band at the bottom. In the top left corner is the CMS logo (Centers for Medicare & Medicaid Services). In the top right corner is the COB&R logo (Coordination of Benefits and Recovery). The central text reads: "If you have any questions or feedback on this material, please go to the following URL: <https://www.surveymonkey.com/s/WCMSAPTraining>."

**Slide notes**

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<https://www.surveymonkey.com/s/WCMSAPTraining>.