

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
Center for Beneficiary Choices  
7500 Security Boulevard, Mail Stop C4-23-07  
Baltimore, Maryland 21244-1850



**CENTER FOR BENEFICIARY CHOICES**

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**Date:** March 27, 2006

**To:** All Part D Plan Sponsors

**From:** Anthony Culotta, Acting Director  
Medicare Enrollment and Appeals Group

**Subject:** Facilitated Enrollment Notice and Mailing Schedule

The purpose of this memo is update plans on the CMS mailing to beneficiaries for whom CMS is facilitating enrollment into a Medicare prescription drug plan with coverage effective May 1, 2006.

During the first couple weeks of April, CMS will mail facilitated enrollment notices to beneficiaries informing them of their plan assignment. For PDP sponsors that were eligible to receive facilitated enrollments, those enrollments appeared on a Special Transaction Reply Report (TRR) you received on March 15, 2006. Individuals who will receive a letter from CMS include those who automatically qualify for extra help because they get Supplemental Security Income (SSI) benefits or get help from their State paying their Medicare premium (belong to a Medicare Savings Program) and those who apply with the Social Security Administration (SSA) or their State and qualify for extra help. The notice includes a one-page letter printed on green paper, a list of plans for each region with premiums at or below the low-income premium subsidy amount on the back of the letter and one page (front and back) of questions and answers about Medicare prescription drug coverage. Attached to this memo are the two versions of the notice, one for people who qualify for the full subsidy and another for people who qualify for the partial subsidy.

Medicare Advantage and cost-based organizations have received instructions for facilitated enrollment for their membership and should refer to them for additional information.

Further Information

If you have questions about this mailing, please contact Jill Gotts at (410) 786-7794 or [jill.gotts@cms.hhs.gov](mailto:jill.gotts@cms.hhs.gov).