

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
7500 Security Boulevard  
Baltimore, Maryland 21244-1850



**Medicare Plan Payment Group**  
**Innovative Healthcare Delivery Systems Group**

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**DATE:** January 30, 2015

**TO:** All Medicare Advantage, Prescription Drug Plan, Cost, PACE, and Demonstration Organizations Systems Staff

**FROM:** Cheri Rice /s/  
Director, Medicare Plan Payment Group

Cathy Carter /s/  
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**SUBJECT: Software Conversion from the Individuals Authorized Access to CMS Computer Services (IACS) to Enterprise Identity Management (EIDM)**

The Centers for Medicare and Medicaid Services (CMS) continues to implement software improvements to the enrollment and payment systems that support Medicare Advantage and Prescription Drug (MAPD) programs. This letter provides advanced information regarding the planned release of systems changes scheduled for February 2015. This release focuses on improving the efficiency of CMS systems as well as Plan processing.

As stated in the February 2015 Software Release Memo dated November 12, 2014, the Enterprise Identity Management (EIDM) system will replace the Individuals Authorized Access to the CMS Computer Services (IACS) system on Saturday, February 7, 2015.

CMS has provided a document titled the “*CMS Enterprise Identity Management (EIDM) User Guide*”. This guidance details the necessary information for end users to easily transition from the IACS software to the EIDM software. The guidance and additional information about the conversion to EIDM has been posted to the [www.cms.gov](http://www.cms.gov) website via the following links:

<http://www.cms.gov/Research-Statistics-Data-and-Systems/CMS-Information-Technology/IACS/index.html>

<http://www.cms.gov/Research-Statistics-Data-and-Systems/CMS-Information-Technology/IACS/Downloads/IACS-EIDM-Migration-User-Guide.pdf>

This CMS EIDM User Guide provides assistance, quick overviews, and basic step-by-step instructions on how to register for a User ID and password, applications and roles, and how to submit requests for access to former IACS applications that are now supported by EIDM. This guide contains multiple sections:

- User Guide and,
- Guide for Approvers

***Important:*** There will be a migration period that begins February 1, 2015 through February 6, 2015. During this week, users will be unable to register for new access or modify their existing profiles in IACS. To ensure pending requests do not expire during this period of time, all External Points of Contact (EPOCs)/Approvers are advised to review and process all pending approval and certification requests no later than ***January 30, 2015 at 5 p.m. ET.***

Plans are encouraged to contact the MAPD Help Desk for any issues encountered during the systems update process. Please direct any questions or concerns to the MAPD Help Desk at 1-800-927-8069 or e-mail at [mapdhelp@cms.hhs.gov](mailto:mapdhelp@cms.hhs.gov).