

Date: June 29, 2001

**Centers for Medicare & Medicaid Services
Office of the Administrator**

**Office of Legislation
(FAF)**

- Provides leadership and executive direction within the Agency for legislative planning to address the Administrations agenda.
- Tracks, evaluates and develops provisions of annual legislative proposals for Medicare, Medicaid, Clinical Laboratory Improvement Act (CLIA), Health Insurance Portability and Accountability Act (HIPAA) and related statutes affecting health care financing quality and access in concert with HCFA components, the Department and the Office of Management and Budget (OMB).
- Advances the legislative policy process through analysis, review and development of health care initiatives and issues.
- Develops the long-range legislative plans for the Agency in collaboration with the CMS Centers and Offices.
- Participates with other CMS components in the development of Agency policy, including implementing regulations and administrative actions.
- Manages pro-actively the Agency's response in times of heightened congressional oversight of CMS in collaboration with the Centers and Offices. Manages, coordinates and develops policies for responding to congressional inquiries.
- Coordinates activities with the Office of the Assistant Secretary for Legislation (ASL) and serves as the ASLs principal contact point on legislative and congressional relations.
- In collaboration with CMS Centers and Offices, provides technical assistance, consultation and information services to congressional committees and individual members of Congress on the Medicare and Medicaid programs, new CMS initiatives and pertinent legislation.
- In collaboration with the CMS Centers and Offices, provides technical, analytical, advisory and information services to the Agency's components, the Department, the White House, OMB, other government agencies, private organizations and the general public on Agency legislation.
- Tracks and reports on legislation relating to CMS programs and maintains legislative reference library.
- Coordinates the Agency's participation in congressional hearings, including preparation of testimony and briefing materials, and covers all other congressional hearings on matters of interest to the Agency except Appropriations Committee hearings specifically on the appropriation budget.