



Medicare Part B Average Sales Price (ASP) Module

Registration Guide

Version 2.0

Date: September 23, 2026

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1. Purpose

The purpose of this user guide is to provide instructions for registering as a new user in the Centers for Medicare & Medicaid Services (CMS) Identity Management (IDM) system to request access to the Fee-for-Service Data Collection System (FFSDCS) Average Sales Price (ASP) Module.

CMS requires an automated data collection system that can collect and synthesize large amounts of data related to products falling under the Fee-for-Service (FFS) payment mechanisms.

CMS supplies the Medicare FFS claims processing contractors with the drug payment limit files for Medicare Part B. CMS uses the FFSDCS to house various FFS platforms, including the ASP Module.

Before you can log in to any Module in the FFSDCS application, you must verify your identity through the IDM portal and then create a new user account in the FFSDCS application. All FFSDCS users, regardless of their role, must complete the new user registration steps in the following section.

2. New User Registration

You must have an IDM username and password to access the ASP Module. Follow these steps to register with IDM and receive your credentials:

1. Navigate to the [CMS Enterprise Portal](#) main page.

The CMS Enterprise Portal Sign In page displays. Refer to *Figure 1*.

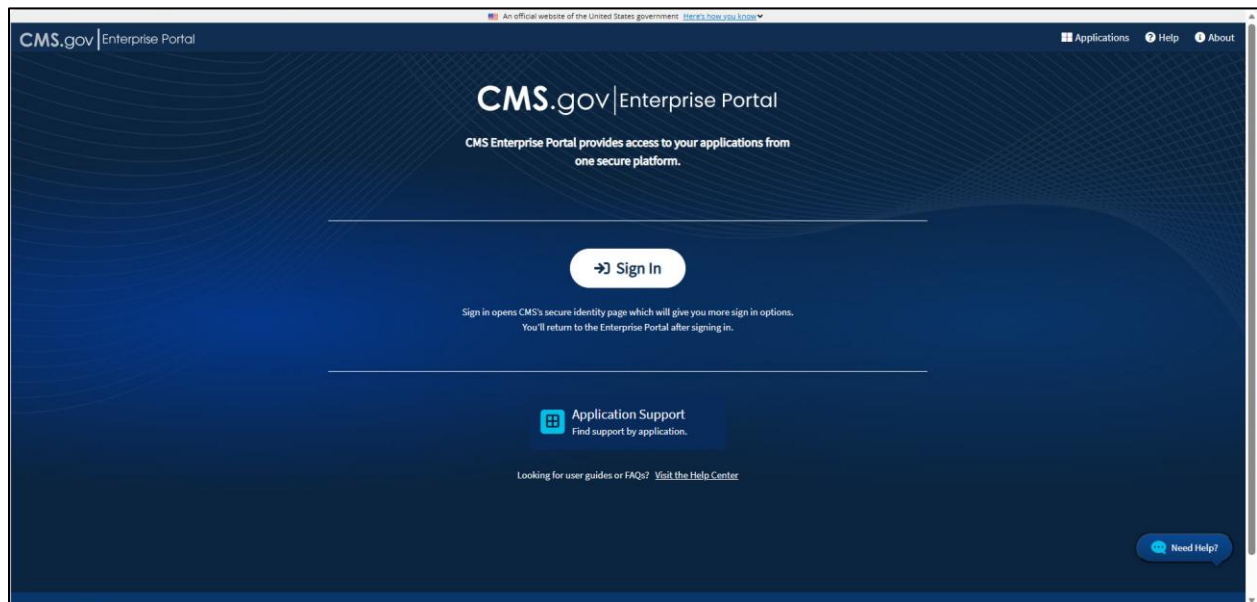
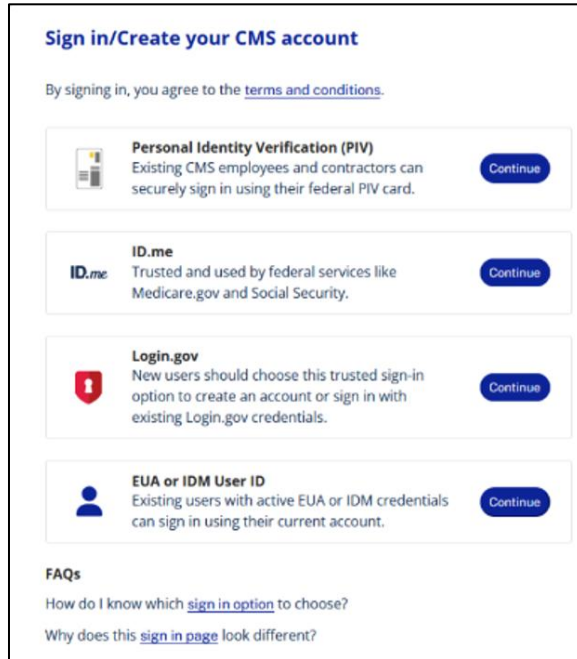


Figure 1: CMS Enterprise Portal - Sign In Page

2. Click **Sign In**.

The **Sign in/Create your CMS account** page displays. Refer to *Figure 2*.



Sign in/Create your CMS account

By signing in, you agree to the [terms and conditions](#).



Personal Identity Verification (PIV)
Existing CMS employees and contractors can securely sign in using their federal PIV card.

[Continue](#)



ID.me
Trusted and used by federal services like Medicare.gov and Social Security.

[Continue](#)



Login.gov
New users should choose this trusted sign-in option to create an account or sign in with existing Login.gov credentials.

[Continue](#)



EUA or IDM User ID
Existing users with active EUA or IDM credentials can sign in using their current account.

[Continue](#)

FAQs

[How do I know which sign in option to choose?](#)

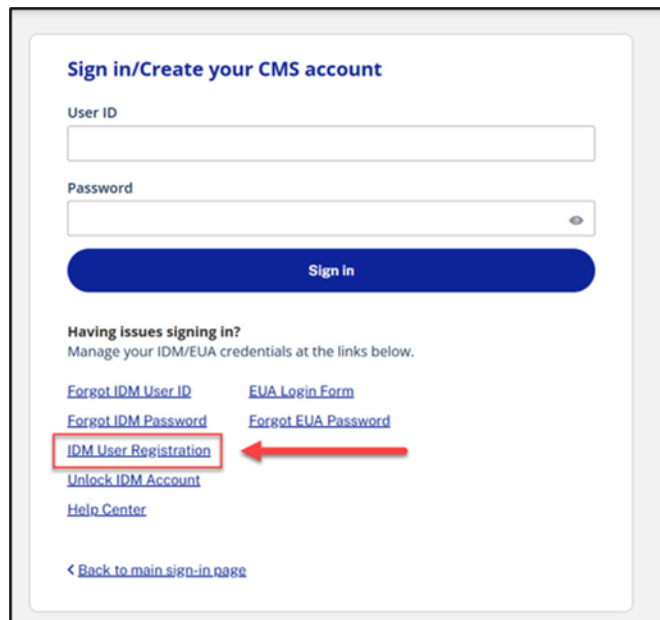
[Why does this sign in page look different?](#)

Figure 2: Sign In/Create Your CMS Account

3. In the **EUA or IDM User ID** section, click **Continue**.

The **Sign in/Create your CMS account** page displays.

4. Click the **IDM User Registration** link. Refer to *Figure 3*.



Sign in/Create your CMS account

User ID

Password

[Sign in](#)

Having issues signing in?
Manage your IDM/EUA credentials at the links below.

[Forgot IDM User ID](#)

[EUA Login Form](#)

[Forgot IDM Password](#)

[Forgot EUA Password](#)

[IDM User Registration](#)

[Unlock IDM Account](#)

[Help Center](#)

[Back to main sign-in page](#)

Figure 3: IDM User Registration

Note: By registering, you certify that you read the **Terms & Conditions** and consent to monitoring while accessing and using the portal. The terms and conditions describe why the application collects personally identifiable information (PII), which is to identify the unique, new user who is registering to use the application.

The terms and conditions link provides additional hyperlinks to the HHS Rules of Behavior and the CMS Privacy Act Statement.

The IDM User Registration page displays **Step #1: Personal**. Refer to *Figure 4*.

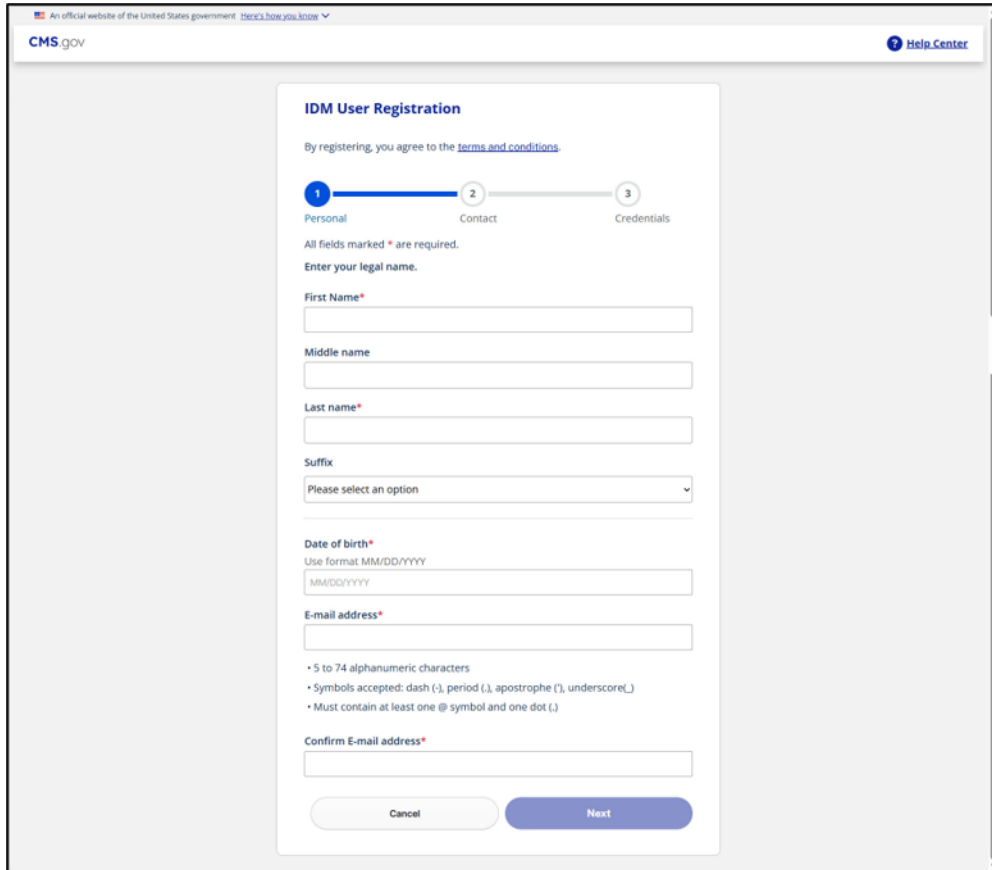
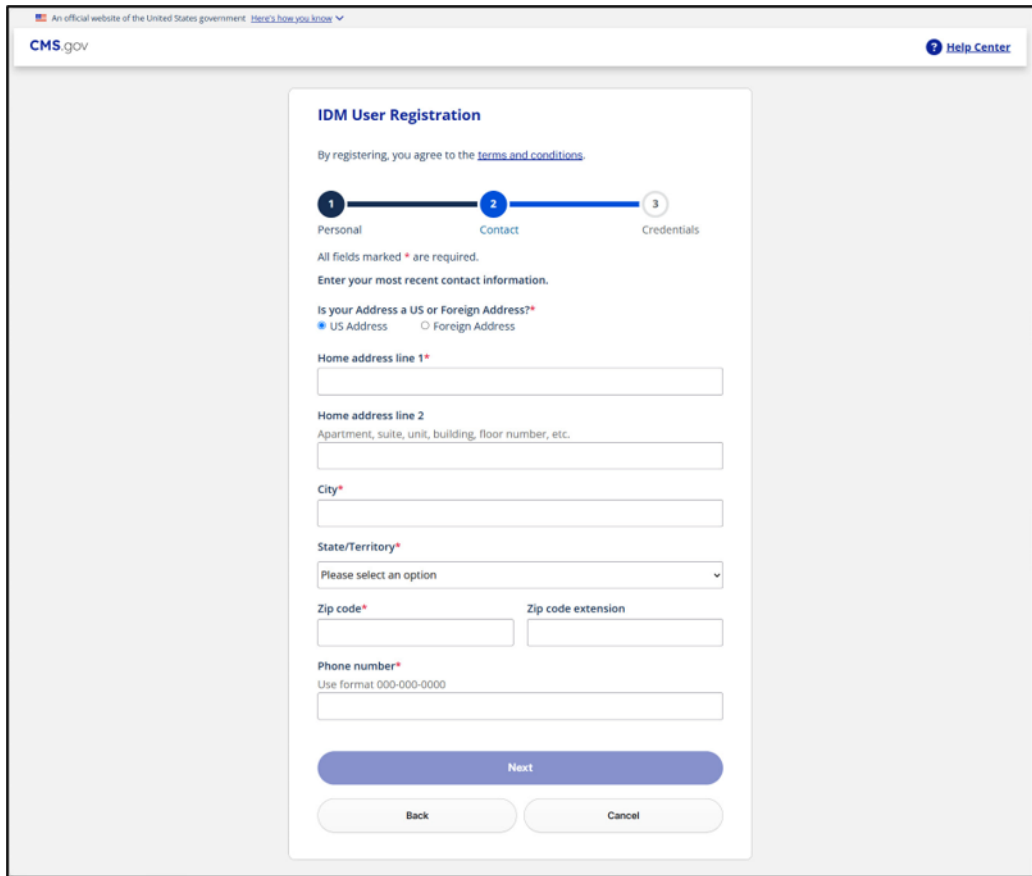


Figure 4: IDM User Registration - Personal

5. Enter your personal information in each of the fields; click **Next**.

Note: The application requires you to complete all fields unless marked as optional.

The IDM User Registration page displays **Step #2: Contact**. Refer to *Figure 5*.



An official website of the United States government [Here's how you know](#)

CMS.gov [Help Center](#)

IDM User Registration

By registering, you agree to the [terms and conditions](#).

1 Personal 2 Contact 3 Credentials

All fields marked * are required.

Enter your most recent contact information.

Is your Address a US or Foreign Address?*

☒ US Address ☐ Foreign Address

Home address line 1*

Home address line 2
Apartment, suite, unit, building, floor number, etc.

City*

State/Territory*

Please select an option

Zip code* Zip code extension

Phone number*
Use format 000-000-0000

Next

Back Cancel

Figure 5: IDM User Registration - Contact

6. Enter your contact information in each of the required fields. Click **Next**.
The IDM User Registration page displays **Step #3: Credentials**. Refer to *Figure 6*.

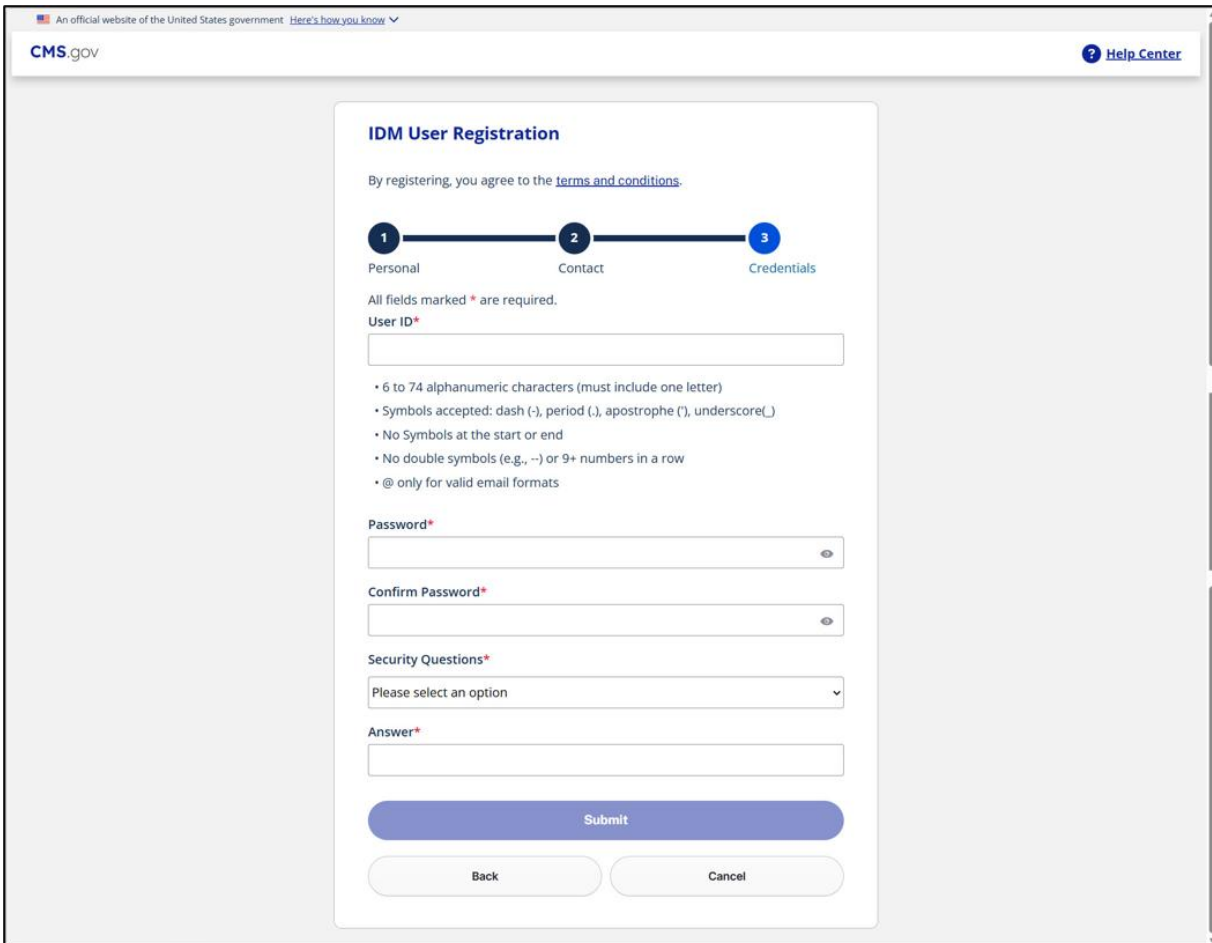


Figure 6: IDM User Registration - Credentials

7. Enter your desired user ID in the **User ID** field.

Note: Per the User ID Requirements, your user ID must:

- a. Consist of a minimum of six (6) alphanumeric characters and cannot exceed seventy-four (74) characters.
- b. Contain at least one (1) uppercase or lowercase letter.
- c. Contain one (1) special character. You may use hyphens (-), underscores (_), apostrophes ('), and periods (.).
- d. Not have a special character as the first or last letter of your user ID.
- e. Not contain eight (8) consecutive numbers.

8. Enter your desired password in the **Password** field; then re-enter your password in the **Confirm Password** field. Passwords must match before you move on to the next step.

Note: Your password must conform to the [CMS Acceptable Risk Safeguards \(ARS\) Password Policy](#). You may only change your password once every 24 hours. Per the password policy, your password must:

- a. Consist of a minimum of fifteen (15) alphanumeric characters and cannot exceed sixty (60) characters.

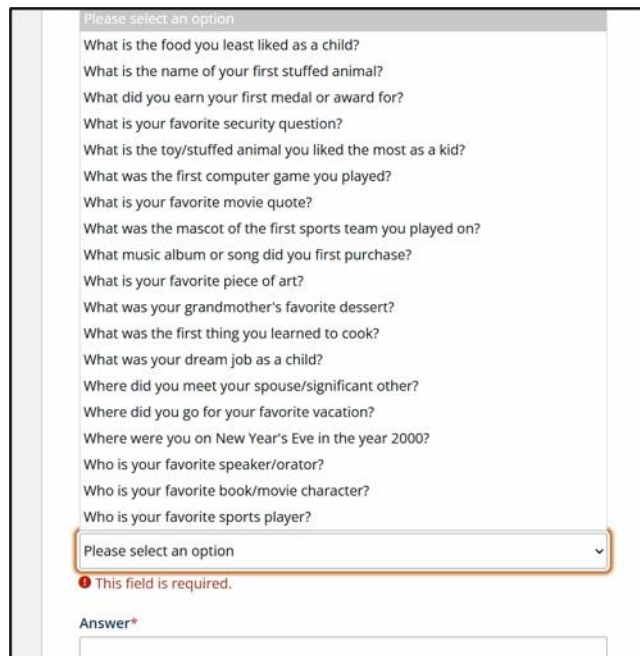
- b. Contain at least one (1) uppercase and one (1) lowercase letter.
- c. Contain at least one (1) number.
- d. Not contain part of your user ID, first name, last name, or common passwords.
- e. Be different from your previous six (6) passwords.

Note: Special characters are optional in your password. The system accepts the following special characters: ('), ("), (!), (#), (\$), (%), (&), ((, ()), (*), (+), (,), (-), (.), (/), (:), (;), (<), (>), (=), (?), (@), ([, (]), (^), (_), (`), (~).

9. Select a security question from the **Security Question** drop-down; enter your answer in the **Security Answer** field. Refer to *Figure 7*.

Note: The system requires your security answer to reset your password or unlock your account. Per the security answer requirements, your security answers:

- a. Must contain at least four (4) alphanumeric characters.
- b. Cannot contain part of your security question.
- c. Can contain spaces.



Please select an option

What is the food you least liked as a child?

What is the name of your first stuffed animal?

What did you earn your first medal or award for?

What is your favorite security question?

What is the toy/stuffed animal you liked the most as a kid?

What was the first computer game you played?

What is your favorite movie quote?

What was the mascot of the first sports team you played on?

What music album or song did you first purchase?

What is your favorite piece of art?

What was your grandmother's favorite dessert?

What was the first thing you learned to cook?

What was your dream job as a child?

Where did you meet your spouse/significant other?

Where did you go for your favorite vacation?

Where were you on New Year's Eve in the year 2000?

Who is your favorite speaker/orator?

Who is your favorite book/movie character?

Who is your favorite sports player?

Please select an option

❗ This field is required.

Answer*

Figure 7: IDM User Registration - Security Question/Answer Page

Note: You may click **Cancel** to exit the registration process; however, the system does not save any of the entered data.

10. Click **Submit** to complete the registration process.
11. Click **Return** to return to the main sign in page.

Note: Wait at least five (5) minutes before logging in to the FFDCS Application with your new user ID and password.

3. Logging In Using MFA

After completing registration, follow these steps to sign in to the FFSDCS application:

1. Navigate to the [CMS Enterprise Portal](#) main page.

The CMS Enterprise Portal Sign In page displays. Refer to *Figure 8*.

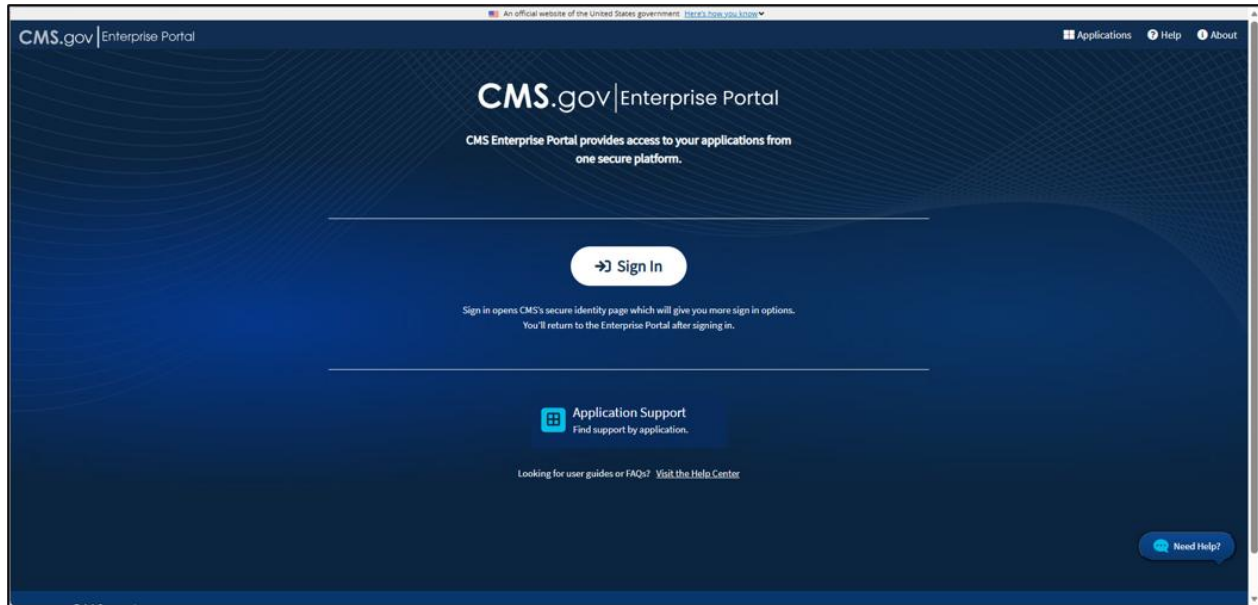


Figure 8: CMS Enterprise Portal

2. Click **Sign In**.

The **Sign in/Create your CMS account** page displays. Refer to *Figure 9*.

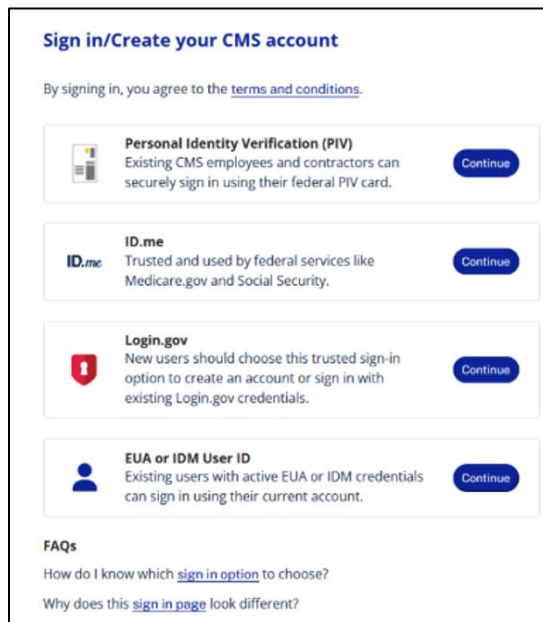
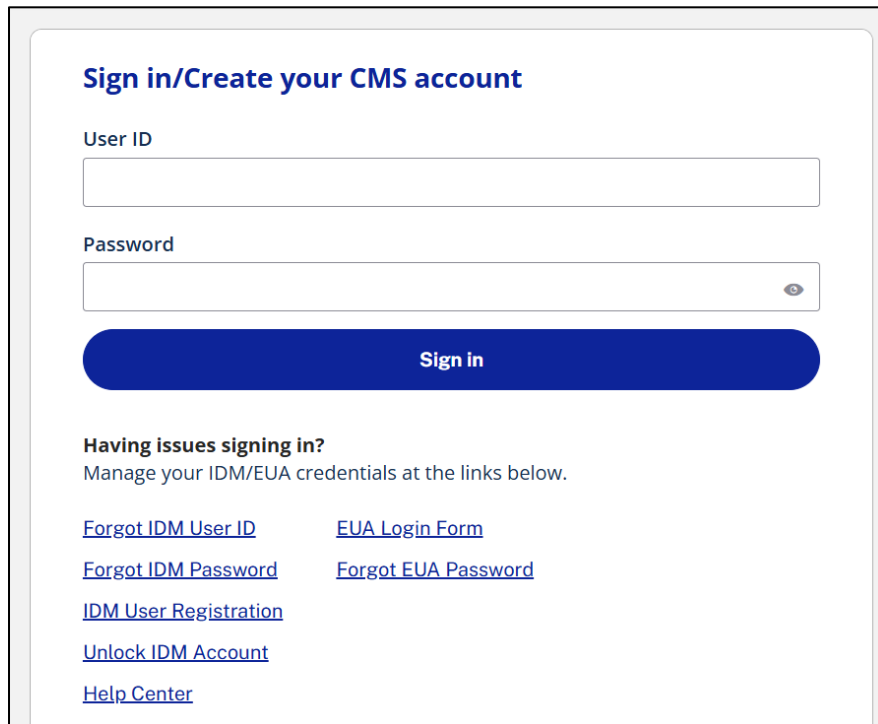
The screenshot displays the 'Sign in/Create your CMS account' page. At the top, it states 'By signing in, you agree to the [terms and conditions](#).' Below this, there are four sign-in options, each with a 'Continue' button: 1. 'Personal Identity Verification (PIV)' with a PIV card icon, noting that existing CMS employees and contractors can use their federal PIV card. 2. 'ID.me' with an ID.me logo, noting it is trusted and used by federal services like Medicare.gov and Social Security. 3. 'Login.gov' with a Login.gov logo, noting it is for new users to create an account or sign in with existing Login.gov credentials. 4. 'EUA or IDM User ID' with a user icon, noting that existing users with active EUA or IDM credentials can sign in with their current account. At the bottom, there is an 'FAQs' section with two links: 'How do I know which [sign in option](#) to choose?' and 'Why does this [sign in page](#) look different?'

Figure 9: Sign In/Create Your CMS Account

3. In the **EUA or IDM User ID** section, click **Continue**.

The **Sign in/Create your CMS account** page displays. Refer to *Figure 10*.



The screenshot shows a web form titled "Sign in/Create your CMS account". It contains two input fields: "User ID" and "Password". Below the "Password" field is a blue "Sign in" button. Underneath the button, there is a section titled "Having issues signing in?" with the text "Manage your IDM/EUA credentials at the links below." followed by several hyperlinks: "Forgot IDM User ID", "EUA Login Form", "Forgot IDM Password", "Forgot EUA Password", "IDM User Registration", "Unlock IDM Account", and "Help Center".

Figure 10: Sign In/Create Your CMS Account - EUA or IDM User ID Sign In

4. Enter your user ID and password in the **User ID** and **Password** fields.

Note: By signing in, you agree to the **Terms & Conditions**.

5. Click **Sign In**.

Note: If you forget your user ID or password, click the appropriate hyperlink in **Having issues signing in?** and follow the provided instructions. If you are still not able to access your account and need to unlock your account, click the **Unlock IDM Account** hyperlink.

Note: To confirm the security of the FFSDCS application, as well as your data, you must authenticate your identity using a multifactor authentication (MFA) process. Users have various authentication options, including Interactive Voice Response (IVR), Email, Text Message (Short Message Service (SMS)), or Okta Verify. The system defaults to email.

6. Click **Send me an email** to receive your MFA code. Refer to *Figure 11*.

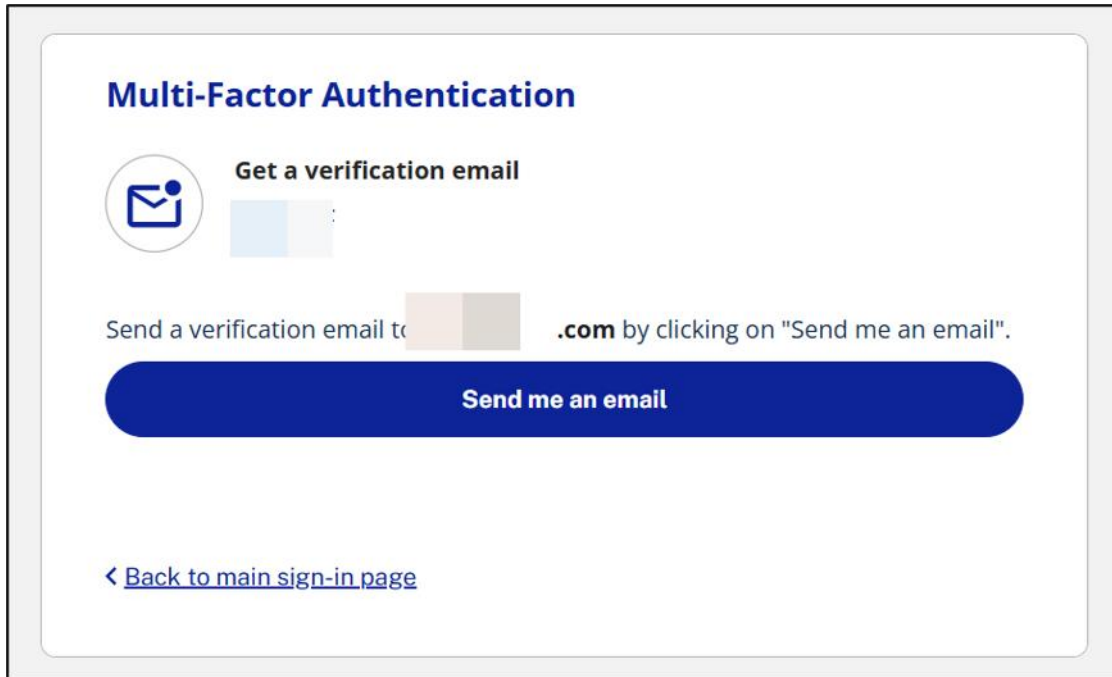


Figure 11: MFA - Send Me an Email

The application sends an email with a six-digit code to confirm your identity. Refer to *Figure 12*.

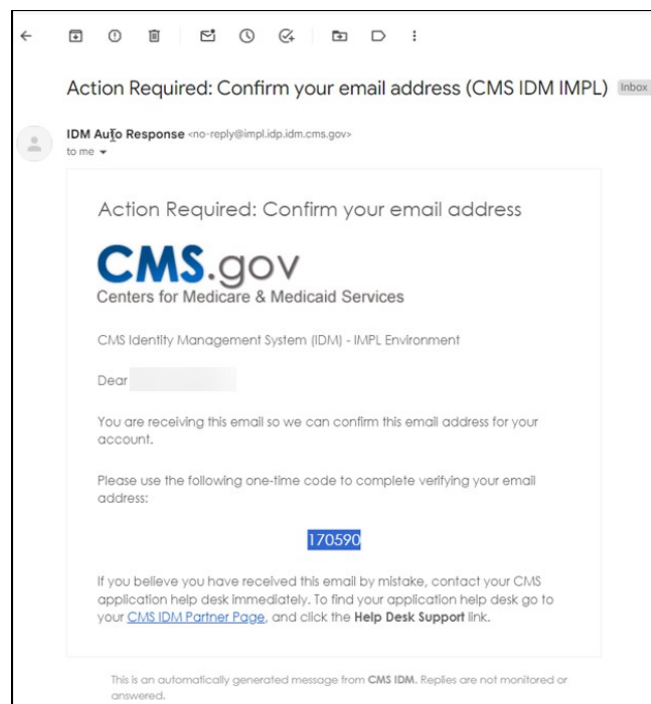


Figure 12: MFA - Confirmation Code in Email

7. Enter the six-digit code in the **Enter Code** field. Refer to *Figure 13*.

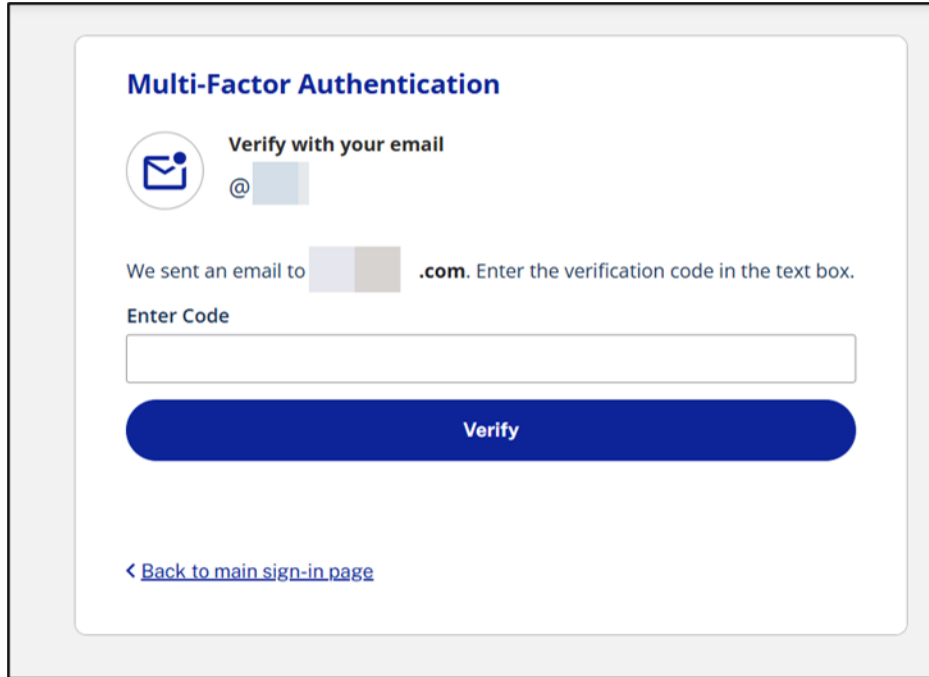
The screenshot shows a 'Multi-Factor Authentication' window. At the top, it says 'Verify with your email' next to an email icon. Below this, there's a text input field for an email address, followed by '@' and a domain field with '.com'. A message states: 'We sent an email to [redacted] .com. Enter the verification code in the text box.' Below this is a text input field labeled 'Enter Code'. A large blue button labeled 'Verify' is positioned below the code field. At the bottom left, there is a link: '< Back to main sign-in page'.

Figure 13: MFA - Enter Code

8. Click **Verify**.

The **My Portal** landing page displays a **Welcome to CMS Enterprise Portal** message. Refer to *Figure 14*.

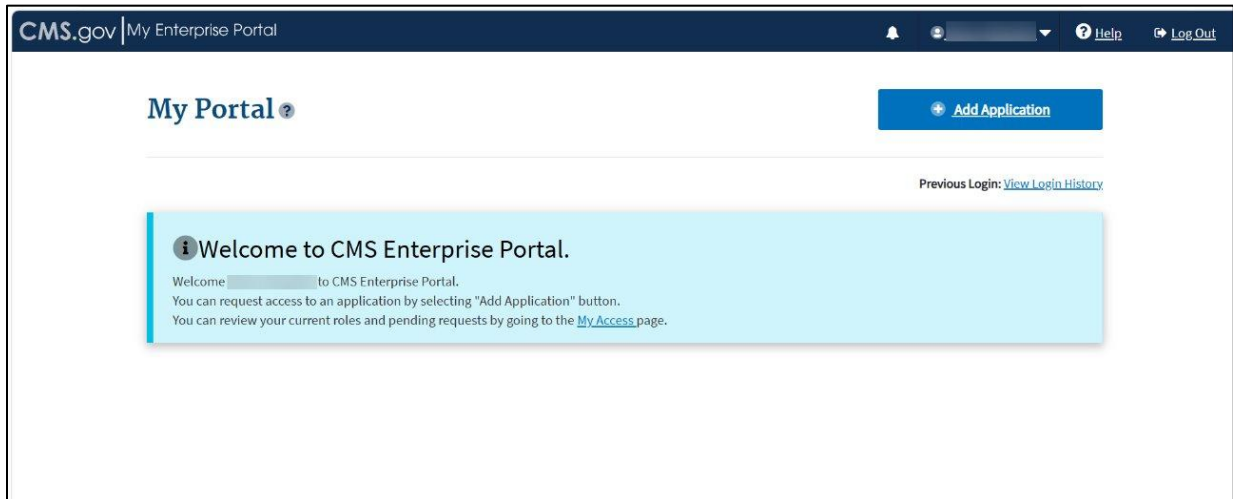
The screenshot shows the 'My Portal' landing page of the CMS.gov My Enterprise Portal. The header includes the CMS.gov logo, 'My Enterprise Portal', and navigation links for 'Help' and 'Log Out'. The main content area features the 'My Portal' title, an 'Add Application' button, and a 'Previous Login: View Login History' link. A prominent light blue message box contains the text: 'Welcome to CMS Enterprise Portal. Welcome [redacted] to CMS Enterprise Portal. You can request access to an application by selecting "Add Application" button. You can review your current roles and pending requests by going to the My Access page.'

Figure 14: MFA - My Portal Landing Page

4. Select User Role/Application Request

The ASP Module is a role-based system. This means that certain system functions link to specific user role profiles. When a new user receives access, the approved role provides access to the specific functions the user needs.

As noted above, the two roles are:

Submitter: This role is designated for the person who gathers the required Medicare Part B drug data to enter and submit in the system. Once this person has completed and submitted the data, they generate a one-time password (OTP) to send to the Certifier to establish a relationship within the system. This step only happens once to initiate the relationship and only needs to happen again if the person in either role changes. A Submitter can be any individual the manufacturer chooses, including a third-party contractor.

Certifier: This role is designated for the person who reviews the information the Submitter reports to ensure it is correct and complete. The Certifier then certifies the submission of the reported data. If the Certifier requires changes to the originally submitted data reported in the system, the Certifier must notify the Submitter to update and submit the revised data. As stated in 42 CFR 414.804(a)(7), the Certifier must be the manufacturer's Chief Executive Officer (CEO) or Chief Financial Officer (CFO) or an individual who has delegated authority to sign for, and who reports directly to, the manufacturer's CEO or CFO.

It is at the discretion of each organization who to designate as Submitter and Certifier. These individuals require access to financial data and must have a strong working knowledge of how the organization operates. The Submitter and Certifier must be two different authorized representatives from the Drug Manufacturer. The manufacturer's CEO or CFO assumes responsibility for the information entered in the system.

Follow these steps to request access to an application and establish your role in the application:

9. Click **Add Application**.

The **Request Application Access** page displays. Refer to *Figure 15*.



Request Application Access

ⓘ The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

- 1 Select an Application**

Select an Application

Next
- 2 Select a Role**
- 3 Enter Reason for Request**

Cancel

Figure 15: Select User Role/Application Request - Request Application Access

10. Click **Select an Application**; search for the FFSDCS application. Refer to *Figure 16*.



Request Application Access

☰ The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

1 Select an Application

Select an Application

Agent Broker Registry

BCRS Web

CCIC Axonius

CCIC Netsparker

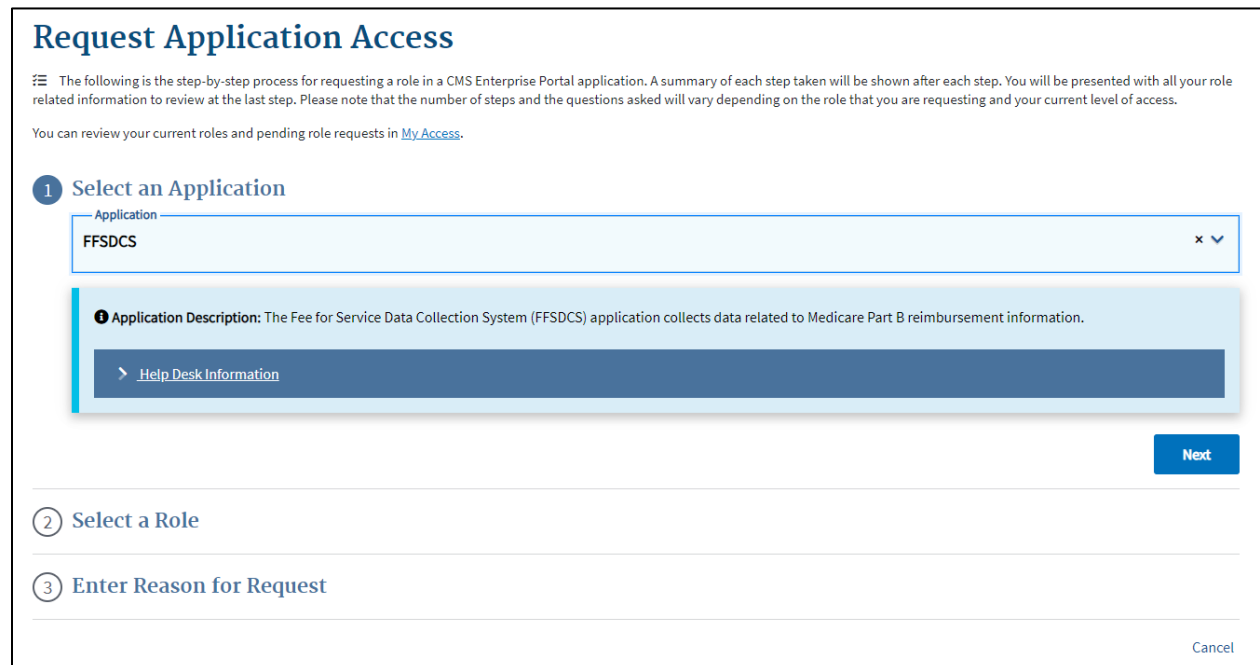
CCIC Panther

CCIC Splunk

Figure 16: Select User Role/Application Request - Select an Application

11. Select **FFSDCS**. To be a Submitter (ASP End User) or Certifier, you must register for the role on the FFSDCS application.

The **Request Application Access** page displays. Refer to *Figure 17*.



Request Application Access

☰ The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

1 Select an Application

Application

FFSDCS

Application Description: The Fee for Service Data Collection System (FFSDCS) application collects data related to Medicare Part B reimbursement information.

[Help Desk Information](#)

2 Select a Role

3 Enter Reason for Request

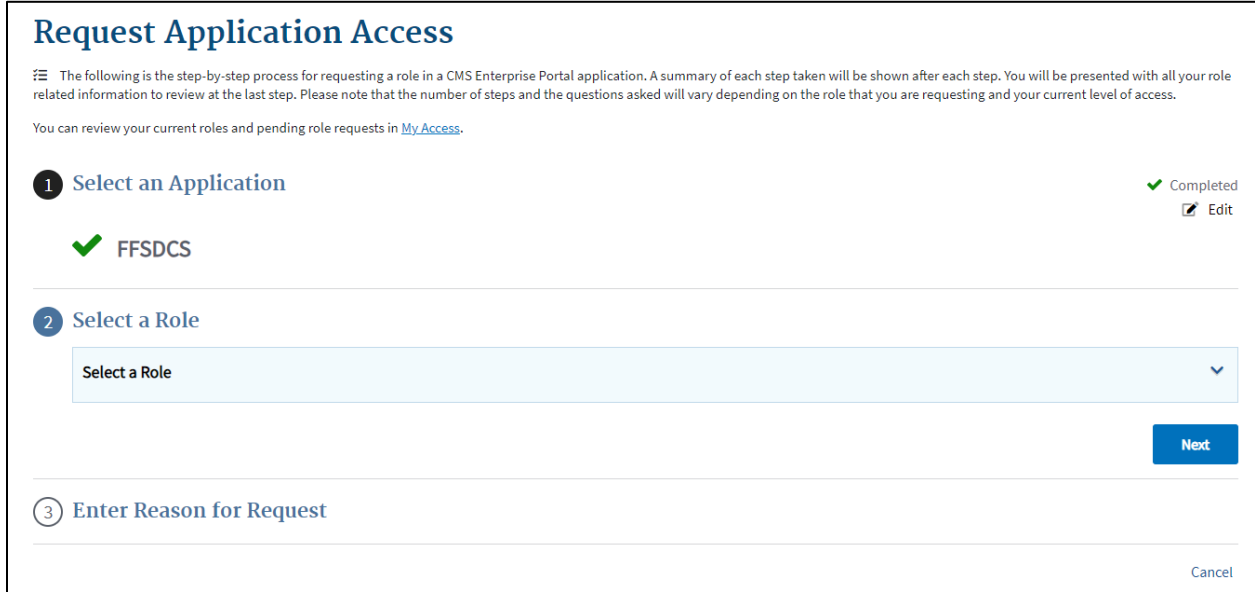
Next

Cancel

Figure 17: Select User Role/Application Request - Select an Application

12. Click **Next**.

Application selection (FFSDCS) is marked as Completed with a checkmark, and the application automatically advances to the **Select a Role** section. To be a Submitter or a Certifier, you must register for the role on the FFSDCS application. Refer to *Figure 18*.



Request Application Access

The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

1 Select an Application ✓ Completed
Edit

✓ FFSDCS

2 Select a Role

Select a Role

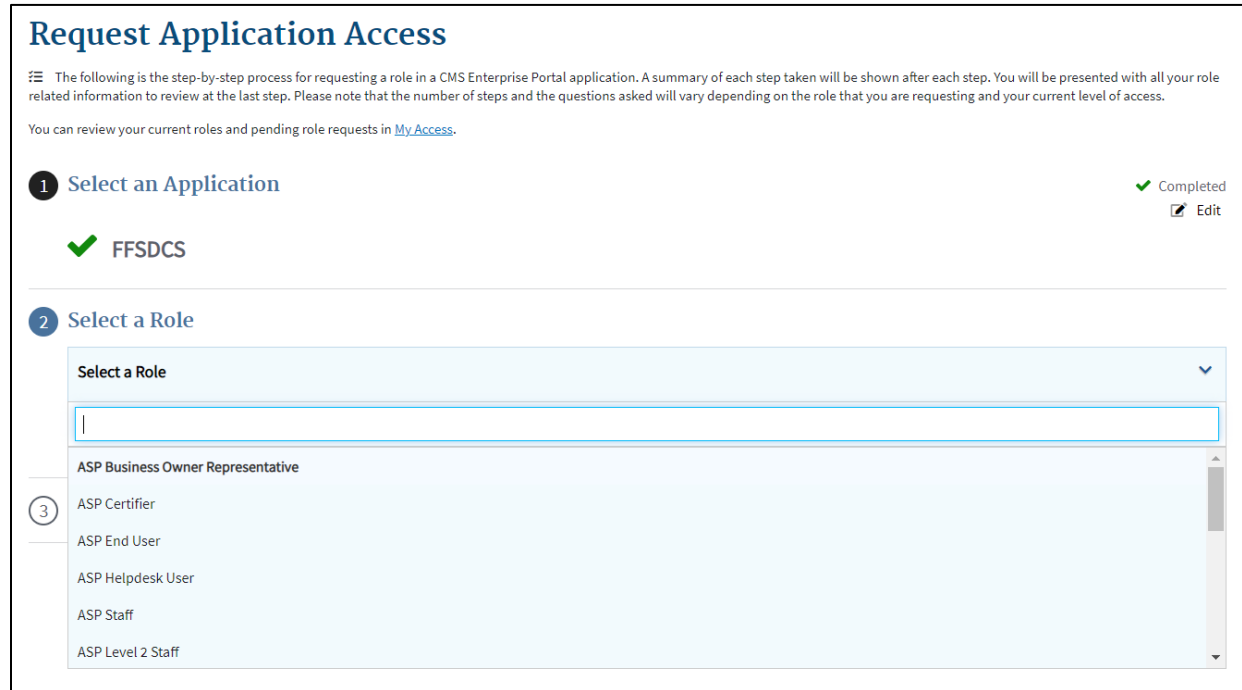
Next

3 Enter Reason for Request

Cancel

Figure 18: Select User Role/Application Request - Select a Role

13. Click **Select a Role**; search for your appropriate role. ASP users should only select either Submitter (ASP End User) or Certifier. Refer to *Figure 19*.



Request Application Access

The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

1 Select an Application ✓ Completed
Edit

✓ FFSDCS

2 Select a Role

Select a Role

ASP Business Owner Representative

3 ASP Certifier

ASP End User

ASP Helpdesk User

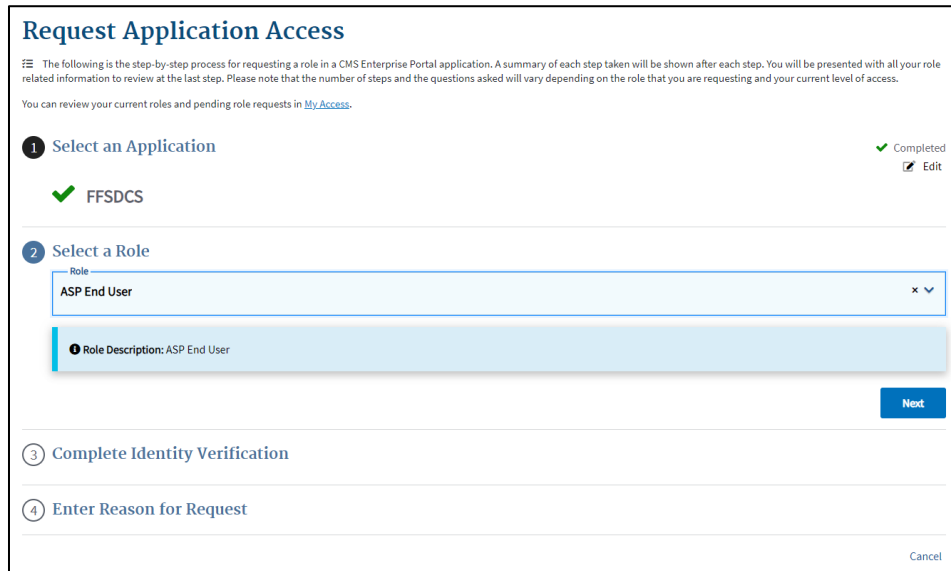
ASP Staff

ASP Level 2 Staff

Figure 19: Select User Role/Application Request - Select a Role Drop-Down

14. Select the correct role for the application. For example:
 - a. If you are an ASP Submitter, click the **Role** drop-down and select **ASP End User** (Submitter) as your role. ASP Submitters can only submit data.
 - b. If you are an ASP Certifier, click the **Role** drop-down and select **ASP Certifier**. ASP Certifiers can only certify data.

For example, the user selected the **ASP End User** (Submitter) role in *Figure 20*.



Request Application Access

The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

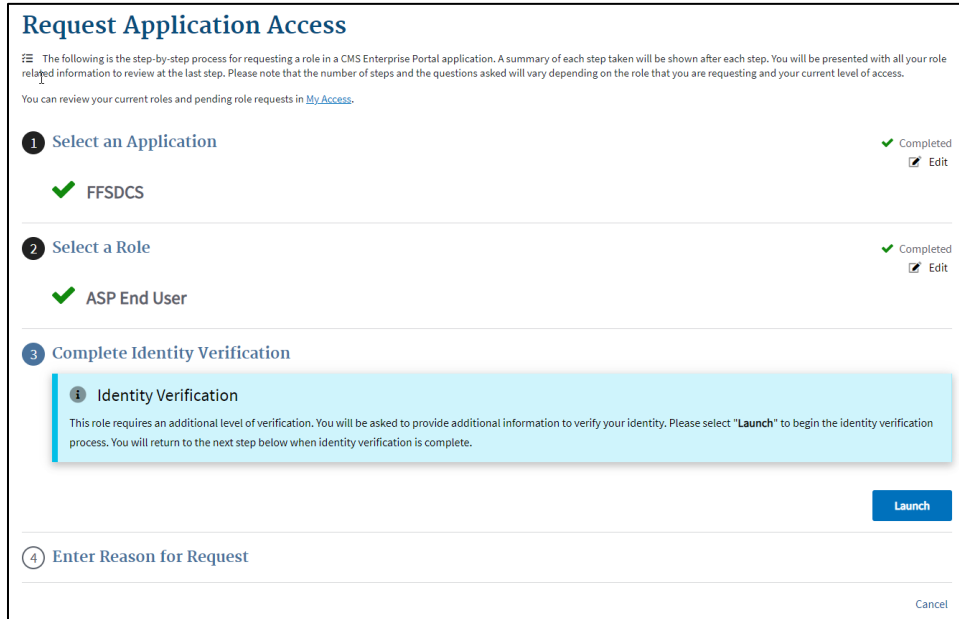
- 1 Select an Application ✓ Completed
✎ Edit
✓ FFSDCS
- 2 Select a Role
Role
ASP End User
● Role Description: ASP End User
Next
- 3 Complete Identity Verification
- 4 Enter Reason for Request

Cancel

Figure 20: Select User Role/Application Request - Selected Role as ASP End User

15. Click **Next** to confirm your role.

Role selection (ASP End User in this example) is marked as Completed with a checkmark, and the application automatically advances to the **Complete Identity Verification** section. Refer to *Figure 21*.



Request Application Access

The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

- 1 Select an Application** ✓ Completed [Edit](#)
 ✓ FFSDCS
- 2 Select a Role** ✓ Completed [Edit](#)
 ✓ ASP End User
- 3 Complete Identity Verification**

i Identity Verification
 This role requires an additional level of verification. You will be asked to provide additional information to verify your identity. Please select "Launch" to begin the identity verification process. You will return to the next step below when identity verification is complete.

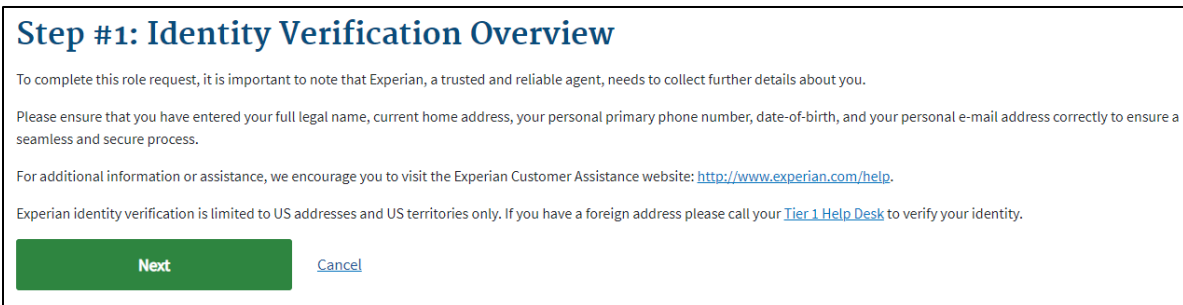
Launch
- 4 Enter Reason for Request**

Cancel

Figure 21: Select User Role/Application Request - Complete Identity Verification

16. Click **Launch**.

The **Step #1: Identity Verification Overview** page displays. Refer to *Figure 22*.



Step #1: Identity Verification Overview

To complete this role request, it is important to note that Experian, a trusted and reliable agent, needs to collect further details about you.

Please ensure that you have entered your full legal name, current home address, your personal primary phone number, date-of-birth, and your personal e-mail address correctly to ensure a seamless and secure process.

For additional information or assistance, we encourage you to visit the Experian Customer Assistance website: <http://www.experian.com/help>.

Experian identity verification is limited to US addresses and US territories only. If you have a foreign address please call your [Tier 1 Help Desk](#) to verify your identity.

Next [Cancel](#)

Figure 22: Select User Role/Application Request - Step #1: Identity Verification Overview

17. Read the **Identity Verification Overview** to gain an understanding of your privacy as well as the process Experian Credit Bureau uses to accurately confirm the identity of users; click **Next**.

Note: CMS uses Experian as their external authentication service provider for identity verification purposes only; credit is not a factor in the authentication process.

The **Step #2: Accept Terms & Conditions** page displays. Refer to *Figure 23*.

Step #2: Accept Terms & Conditions

OMB No. 0938-1236 | Expiration Date: 08/31/2025 | | [Paperwork Reduction Act](#)

Protecting Your Privacy

Protecting your Privacy is a top priority at CMS. We are committed to ensuring the security and confidentiality of the user registering to EIDM. Please read the [CMS Privacy Act Statement](#), which describes how we use the information you provide.

Personal information is described as data that is unique to an individual, such as a name, address, telephone number, Social Security Number, and date of birth (DOB). CMS is very aware of the privacy concerns around PII data. In fact, we share your concerns. We will only collect personal information to verify your identity. Your information will be disclosed to Experian, an external authentication service provider, to help us verify your identity. If collected, we will validate your Social Security Number with Experian only for the purposes of verifying your identity. Experian verifies the information you give us against their records. We may also use your answers to the challenge questions and other PII to later identify you in case you forget or misplace your User ID /Password.

HHS Rules of Behavior

We encourage you to read the [HHS Rules of Behavior](#), which provides the appropriate use of all HHS information technology resources for Department users, including Federal employees, contractors, and other system users.

☒ I agree to the Terms & Conditions

[Back](#)

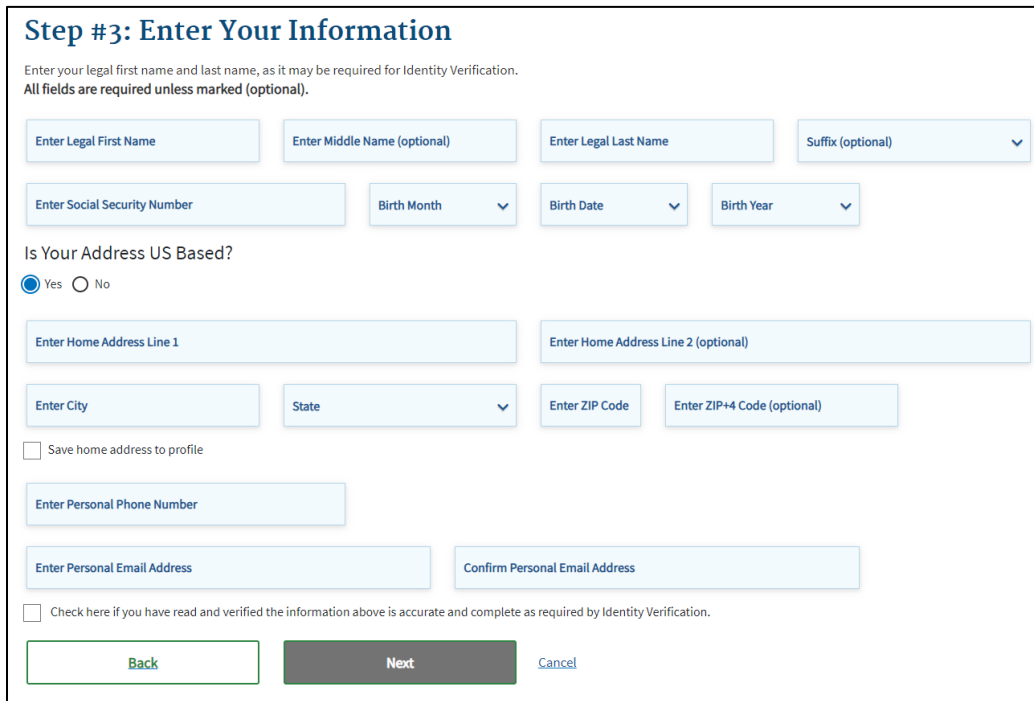
Next

[Cancel](#)

Figure 23: Select User Role/Application Request - Step #2: Accept Terms & Conditions

18. Read the terms and conditions from the [Paperwork Reduction Act of 1995](#), consisting of three sections: Protecting Your Privacy, HHS Rules of Behavior, and Identity Verification.
19. If you agree to the terms and conditions, select **I agree to the Terms & Conditions**; click **Next**.

The **Step #3: Enter Your Information** page displays. Refer to *Figure 24*.



Step #3: Enter Your Information

Enter your legal first name and last name, as it may be required for Identity Verification.
All fields are required unless marked (optional).

Enter Legal First Name Enter Middle Name (optional) Enter Legal Last Name Suffix (optional) ▼

Enter Social Security Number Birth Month ▼ Birth Date ▼ Birth Year ▼

Is Your Address US Based?
☒ Yes ☐ No

Enter Home Address Line 1 Enter Home Address Line 2 (optional)

Enter City State ▼ Enter ZIP Code Enter ZIP+4 Code (optional)

☐ Save home address to profile

Enter Personal Phone Number

Enter Personal Email Address Confirm Personal Email Address

☐ Check here if you have read and verified the information above is accurate and complete as required by Identity Verification.

Back Next Cancel

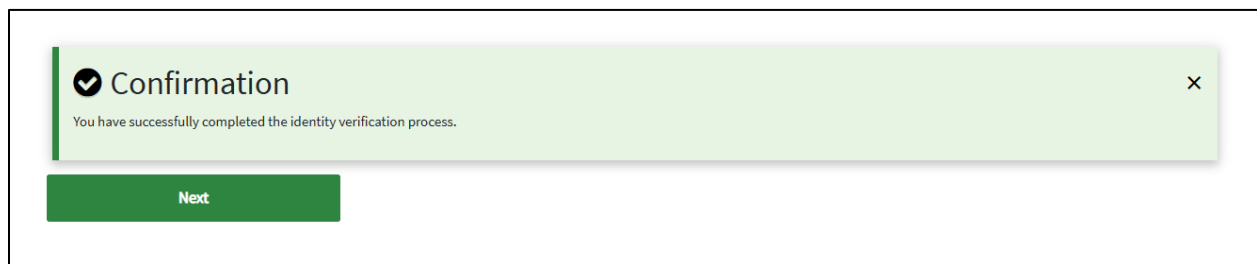
Figure 24: Select User Role/Application Request - Enter Your Information

20. Enter your information in all required fields.

Note: Once you complete all fields, ensure the checkmark is present at the bottom of the page before moving on to the next step.

A confirmation displays indicating you have successfully completed the identity verification process.

21. Click **Next** to continue. Refer to *Figure 25*.



✓ Confirmation

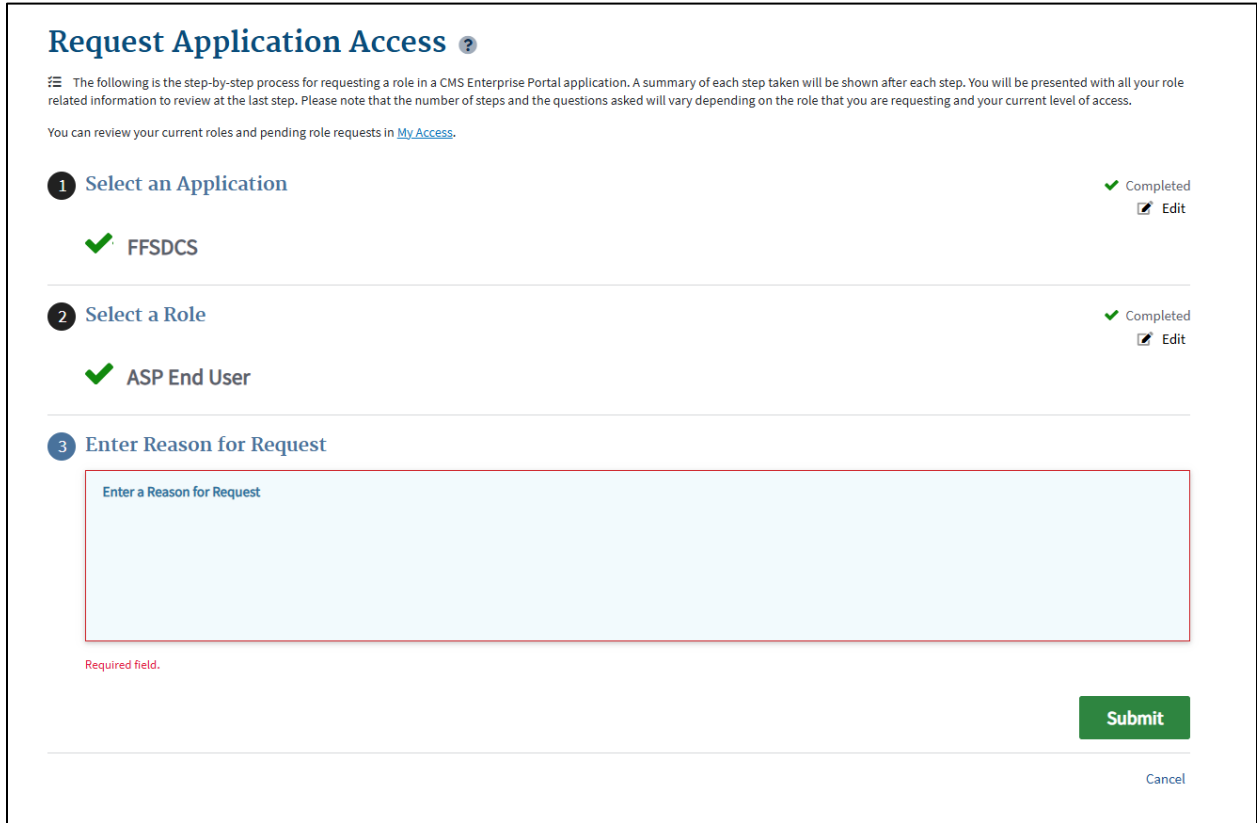
You have successfully completed the identity verification process.

Next

Figure 25: Confirmation

The application automatically advances to the final section, **Step #3: Enter Reason for Request**.

22. Using the space provided, enter the reason you are requesting this role. Refer to *Figure 26*.



Request Application Access ?

The following is the step-by-step process for requesting a role in a CMS Enterprise Portal application. A summary of each step taken will be shown after each step. You will be presented with all your role related information to review at the last step. Please note that the number of steps and the questions asked will vary depending on the role that you are requesting and your current level of access.

You can review your current roles and pending role requests in [My Access](#).

- 1 Select an Application** ✓ Completed
✓ FFSDCS Edit
- 2 Select a Role** ✓ Completed
✓ ASP End User Edit
- 3 Enter Reason for Request**

Enter a Reason for Request

Required field.

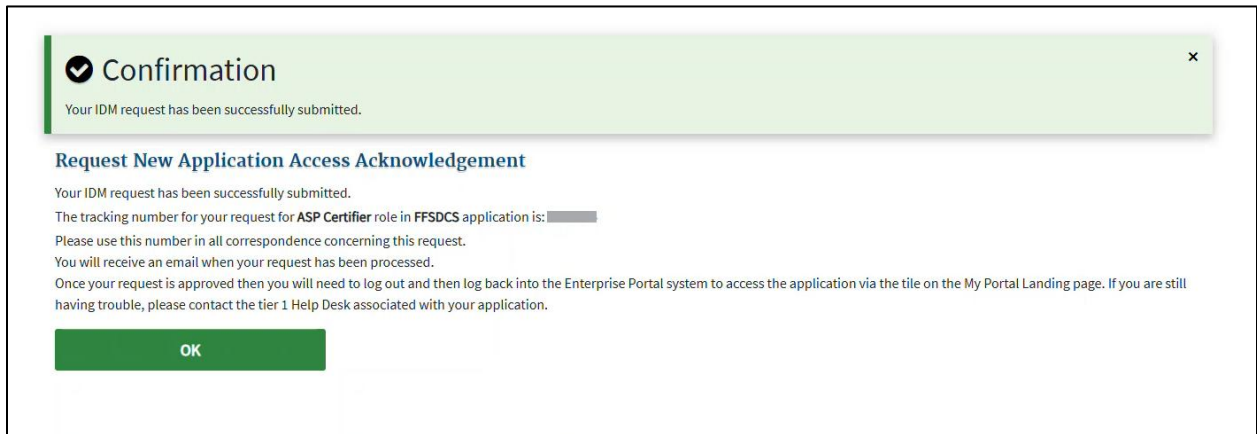
Submit

Cancel

Figure 26: Select User Role/Application Request

23. Click **Submit**.

A confirmation displays indicating you have successfully submitted your IDM request. Refer to *Figure 27*.



✓ Confirmation x

Your IDM request has been successfully submitted.

Request New Application Access Acknowledgement

Your IDM request has been successfully submitted.

The tracking number for your request for **ASP Certifier** role in **FFSDCS** application is: [redacted]

Please use this number in all correspondence concerning this request.

You will receive an email when your request has been processed.

Once your request is approved then you will need to log out and then log back into the Enterprise Portal system to access the application via the tile on the My Portal Landing page. If you are still having trouble, please contact the tier 1 Help Desk associated with your application.

OK

Figure 27: Confirmation Your IDM Request Has Been Successfully Submitted

24. Read the **Acknowledgement Statement**; click **OK**.

Note: Following submission, it may take up to 72 hours (3 days) to receive an email notification.

5. Technical Support Contact Information

Contact the FFSDCS (ASP) Application Helpdesk for issues such as:

- Account unlock
- Password reset
- Registration process questions
- System support escalations

Table 1 provides contact information for technical support.

Table 1: Technical Support Contacts

Email Address	Phone Number	Hours
ASPHelpDesk@dcca.com	1-844-876-0765	9:00 a.m. to 6:00 p.m. Eastern Standard Time (EST), Monday through Friday

Appendix A: Revision History

Table 2 provides a revision history for this document.

Table 2: Revision History

Version Number	Date	Author/Editor	Description of Change
1.0	03/15/2024	Index Analytics/DCCA	Initial version of ASP Data Collection System Registration User Guide
2.0	08/08/2025	Index Analytics/DCCA	• Updated based on updates to the ASP Data Collection System. • Made various font, grammatical, punctuation, shading, formatting, date, version, pagination, glossary, and alignment corrections.
3.0	09/23/2026	Index Analytics/DCCA	• Updated based on updates to the EUA/CMS sign in system. • Made various font, grammatical, punctuation, shading, formatting, date, version, pagination, glossary, and alignment corrections.

Appendix B: Glossary

Table 3 provides a list of terms, acronyms, and definitions in this document.

Table 3: Glossary

Expanded Form	Acronym/Term	Definition
Average Sales Price	ASP	ASP refers to the price at which an organization typically sells a certain class of good or service. CMS uses manufacturer-reported ASPs, based on manufacturers' actual quarterly drug sales, to calculate provider payment amounts for these drugs. Federal law defines the price.
Centers for Medicare & Medicaid Services	CMS	CMS is a federal agency within the U.S. Department of Health and Human Services that administers the Medicare program and works in partnership with state governments to administer Medicaid, the State Children's Health Insurance Program, and health insurance portability standards.
Chief Executive Officer	CEO	A CEO is the highest-ranking officer or Administrator in charge of management with a corporation.
Chief Financial Officer	CFO	A CFO is the corporate executive having financial authority to make appropriations and authorize expenditures for a firm.
Eastern Standard Time	EST	EST is the standard time in the 5th time zone west of Greenwich, reckoned at the 75th meridian. This time zone is in the eastern part of the United States.
Experian	NA	Experian is a global credit information group.
Fee-for-Service Data Collection System	FFSDCS	The FFSDCS is an instrument to collect cost, revenue, utilization, and other information for FFS claims.
Identity Management	IDM	IDM is the process of managing user access to data.
Interactive Voice Response	IVR	IVR is a technology that allows a computer to detect voice and DTMF keypad inputs.
Medicare	NA	Medicare is the federal system of health insurance for people over 65 years of age and for certain younger people with disabilities.
Medicare Modernization Act	MMA	The MMA, or Medicare Prescription Drug, Improvement, and Modernization Act, is a federal law.
Medicare Part B	NA	Medicare Part B is the part of Medicare that covers doctor services, outpatient hospital care, and other medical services that Part A does not cover such as physical and occupational therapy, X-rays, medical equipment, or limited ambulance service.
Multifactor Authentication	MFA	MFA is a security system that implements more than one form of authentication to verify the legitimacy of a transaction.

Expanded Form	Acronym/Term	Definition
Okta	NA	Okta is an enterprise-grade, identity management service, built for the cloud, but compatible with many on-premises applications.
One-Time Password	OTP	An OTP is a password that is valid for only one login session or transaction.
Personally Identifiable Information	PII	PII is information that identifies or describes an individual, including but not limited to name, address, telephone number, Social Security Number, credit card number, and personal characteristics that make individual identity easily discoverable.
Short Message Service	SMS	SMS is a text messaging service component of phone, web, or mobile communication systems. It uses standardized communication protocols to allow fixed-line or mobile phone devices to exchange short text messages.

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