

## Beneficiary Assignment Estimates in ACO-MS

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This tip sheet provides information on the beneficiary assignment estimates displayed for each submitted ACO participant and for the ACO in total, where the estimates for all ACO participant TINs are added together.

Beneficiary assignment estimates can be found in ACO-MS in the following locations:

- ACO participant change request submission page;
- Beneficiary Assignment Estimates view of the ACO Participants subtab of the My ACOs tab; and
- Beneficiary Assignment Estimate tab and ACO Summary Tab of the Participation Options Report (available via the Reporting tab and issued with each request for information (RFI))

### ACO Participant Change Request Submission Page

During Phase 1 of the application submission period, an ACO will create its ACO Participant List by submitting change requests. Additional information on submitting change requests and adding ACO participants can be found by looking up the [‘Adding ACO Participants & SNF Affiliates in ACO-MS’](#) and [‘Submitting Change Requests in ACO-MS’](#) tip sheets in the Knowledge Library tab from the left-side menu in ACO-MS.

- 1 Log into the ACO Management System (ACO-MS).
- 2 Enter the TIN and legal business name, or PTAN, in a change request to add or renew a proposed ACO participant TIN to the ACO Participant List and the click the Verify Information button.
- 3 After clicking the Verify Information button, ACOs will receive beneficiary assignment estimate information for the ACO participant.
- 4 Once the change requests are submitted, select the Change Request tab on the left side menu of ACO-MS to view the beneficiary assignment estimates found in the change request cart.

### Beneficiary Assignment Estimates View in the My ACOs Tab

- 1 Log into ACO-MS; navigate to the My ACOs tab on the left side menu and select the applicable ACO.
- 2 From the ACO Participants subtab, click the Beneficiary Assignment Estimates tab which will display a table that includes the following for each ACO participant:
  - TIN;

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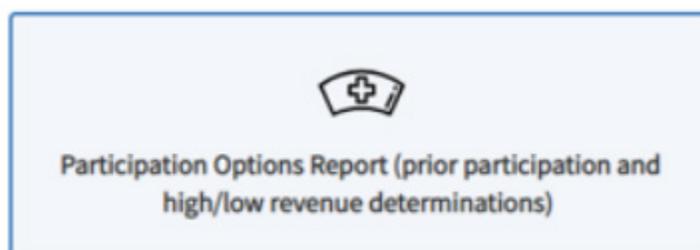
- TIN Legal Business Name;
- TIN status; and
- Beneficiary assignment estimates

The table also totals the estimates of assigned beneficiaries across the proposed ACO Participant List for the upcoming performance year.

### *Participation Options Report*

During Phase 1 of the annual application and change request cycle, CMS will issue two requests for information (RFI-1 and RFI-2), and beneficiary assignment estimates will be included in the *Participation Options Report*, available via the Reporting tab in ACO-MS, that is issued with each RFI. Detailed descriptions of the data provided in each tab of the report is available in the *Participation Options Report Data Dictionary*, located in the Knowledge Library in ACO-MS.

- 1 Log into ACO-MS; navigate to the Reporting tab on the left side menu.
- 2 Select your ACO from the dropdown menu.
- 3 Select the correct application cycle from the Program Year drop-down menu.
- 4 Ensure the format is set to .xlsx.
- 5 Download the *Participation Options Report* with each RFI period to view the most recent data.



Beneficiary assignment estimate information is available in two tabs of the *Participation Options Report*, as described below. Prior values in the *Participation Options Report* are overwritten when CMS issues a new version of the report (i.e., the RFI-2 data will overwrite the RFI-1 data and the Phase 1 Dispositions data will overwrite the RFI-2 data).

### IMPORTANT

Changes in the status of proposed ACO participants and/or deficiencies associated with the change request for proposed ACO participants may cause these total values to differ from estimates provided at time of the RFIs, as reflected in the Application Cycle subtab and the *Participation Options Report*. Make note of the indicator for whether the ACO participant is included in the ACO-level assignment estimate (based on enrollment, legal business name, Medicare exclusions, overlap and overlap deficiencies).

#### Beneficiary Assignment Estimate Tab (*Participation Options Report*)

Navigate to the Beneficiary Assignment Estimate tab to view assignment estimates at the ACO participant TIN level and the ACO level.

- The tab will include indicators for whether deficiencies are associated with the change request for the ACO participant (if applicable) as well as a corresponding indicator for whether the ACO participant is included in the ACO-level assignment estimate.

#### ACO Summary Tab (*Participation Options Report*)

Navigate to the ACO Summary tab to view the ACO-level estimates from the Beneficiary Assignment Estimate tab of the *Participation Options Report*.

## IMPORTANT INFORMATION ABOUT BENEFICIARY ASSIGNMENT ESTIMATES

The beneficiary assignment **estimates** for the benchmark years and the upcoming performance year are estimates and subject to change. Key considerations for these estimates are as follows:

- Estimates are provided for the performance year (PY) as well as the three prior years labeled as benchmark years (BYs).
  - The BY estimates apply to the BYs for an ACO beginning a new agreement period on January 1 of the upcoming performance year.
  - For currently participating ACOs, the BY assignment estimates for the three prior years are informational only.
- Estimates are provided for both the prospective assignment and preliminary prospective assignment with retrospective reconciliation<sup>1</sup> assignment methodologies. More information

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<sup>1</sup> The preliminary prospective assignment with retrospective reconciliation methodology may also be referred to as Retrospective Assignment in ACO-MS.

on these methodologies can be found in the [Shared Savings and Losses and Assignment Methodology Specifications](#) located on the [Program Guidance & Specifications webpage](#).

- ACO-level estimates displayed in the Beneficiary Assignment Estimates view (within the ACO Participants subtab of the My ACOs tab) are based on the latest ACO Participant List available, and therefore the estimates may change depending on ACO actions including the submission and/or withdrawal of ACO participant change requests as well as the deletion of ACO participants.
- ACO-level beneficiary assignment estimates included in the Application Cycle subtab and the *Participation Options Report* factor in the deficiencies that are associated with the change request (if applicable) and therefore may differ from the information in the Beneficiary Assignment Estimates view. For example, if an ACO included 3 ACO participants on the proposed ACO Participant List, each ACO participant had an estimated 2,000 assigned beneficiaries, and the change request for 1 of the 3 ACO participants had an overlap deficiency, the Beneficiary Assignment Estimates view would display 6,000 estimated assigned beneficiaries, while the Application Cycle subtab and the *Participation Options Report* would display 4,000, excluding the ACO participant with the overlap deficiency (if the overlap is resolved at a later date, the ACO's beneficiary estimate would be updated to reflect the additional beneficiaries associated with the previously overlapping ACO participant).
- To ensure compliance with CMS small cell suppression policy, if an ACO or ACO participant TIN is estimated to have between 1 and 10 assigned beneficiaries, the assignment estimate for that ACO or ACO participant TIN is subject to suppression (displayed as "\*\*\*"). Assignment estimates for ACO participant TINs that are subject to suppression **are not** included in calculations of ACO-level values displayed in ACO-MS.

## Beneficiary Assignment Estimate Methodology

CMS produces beneficiary assignment estimates seen in ACO-MS by utilizing ACO participant TIN-level assignment estimates. For more information about this methodology and its limitations, refer to the [Application Reference Manual](#) located on the [Application Toolkit webpage](#).

## Post-Phase 1 Dispositions

The beneficiary assignment estimates in both the ACO Participant change request submission page and the Beneficiary Assignment Estimates in the My ACOs tab **will no longer be visible at the time that Phase 1 Dispositions are issued**. After that time, ACOs should refer to their *Participation Options Report*, which will then reflect the beneficiary assignment based on the Shared Savings Program assignment methodology detailed in 42 CFR Part 425 Subpart E. For more information on the assignment methodology, refer to the [Shared Savings and Losses and Assignment Methodology Specifications](#) located on the [Program Guidance & Specifications webpage](#).