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



CENTER FOR MEDICARE

DATE:	October 22, 2021
TO:	All HPMS Users
FROM:	Amy Larrick Chavez-Valdez, Director Medicare Drug Benefit and C & D Data Group
SUBJECT:	New Health Plan Management System Home Page

On the evening of Friday, November 19, 2021, CMS will launch a new home page for the Health Plan Management System (HPMS). The home page design has been updated to address end user feedback received as a result of our July 9, 2021 HPMS memorandum entitled "Invitation to Provide Feedback on the Health Plan Management System (HPMS) Home Page."

Full View

Figure 1 presents the new HPMS home page. Each component will be discussed in detail below.

HPMS Health Plan Management System	Modules V	Search		Q	Ì		Ja	Pohn Doe	Ema	() I Us	→ Logout
Recently Used O Basic Contract Management		Announcements Last Updated today	MA/Part D Calendar Upcoming events for the month of July								
My Application Model of Care	1	Updated formulary ma corrected (p143). 5/27/2021	nual - the PDSS submission da	ates have been	Ju SUN	MON	TUE	July wed 1	HU FR	ugust SAT	
Modules Contract Management Basic Contract Management Wy Application		 CY 2022 plan bids and formularies due in HPMS by 11:59 p.m. PDT. 6/6/2021 			28	29 6	30 7	1 8	2 3 9 10	4	->
		First round of CY2022 crosswalk exceptions (closes at 5:00 p.m. ET). 6/7/2021-6/8/2021	at 5:00 p.m. ET).	12	13 20	14	15	16 17	18		
Plan Formularies Model of Care Non-Renewals/S	ervice Area	Show More			26	27	28	29	30 31	1	
Monitoring Reductions Quality and Performance Electronic Contracting Risk Adjustment Contract Reports Data Extract Facility Plan Connectivity Data User Resources Drug Manufacturer Management Licensure Licensure		Memos Last Updated 3 days ago			Annual MOC submission period begins for C-SNPs 8/1/2021 CY 2022 Limited Formulary Update Window 6/6/2021 Rebate reallocation period begins after release of bid amount. 6/7/2021-6/8/2021						
		Memo re: Illinois MM/95: Kelease of Final Contract Year 2022 B/1/2021 G. Memo Updated lists of Medicare Part D Overutilization contacts and Planto-Plan Reconciliation contacts. 0/6/2021 G. Memo									
Default Enrollmo Claims Data Atte	ent	HPMS Email re: Contra Validation Fixes. 6/7/2021-6/8/2021 0									
D-SNP Managen Plan Attestation	nent			Show More		<i></i>	1	2 3	->		
Ş	1	爕	23			į	ē				
HPMS Help Desk hpms@cms.hhs.gov 1-800-220-2028	HPMS User A	User Access Mailbox HPMS Consultant Access Access@cms.hhs.gov HPMSConsultantAccess@cms.hhs.gov			CMS IT Service Desk CMS_IT_Service_Desk@cms.hhs.gov 1-800-562-1963 or 410-786-2580						
About HPMS Website Accessibility Web Policies File Formats and Plug ins Rules of Behavior System Requirements This is a U.S. Government computer system subject to Federal law.											
Figure 1											

<u>Header</u>

Figure 2 illustrates the header component of the new HPMS home page. The header is comprised of the following:

- HPMS Logo
- Search Bar
 - With the initial release of the new home page, users may search for specific modules (i.e., to bypass the navigation menu). **Note:** A user may only search for modules that are assigned to their user ID.
 - In a subsequent release, CMS will expand the search feature to include both HPMS memos and frequently asked questions.
- My Account Icon
 - This feature directs the user to the My Account page, where the user can update their account information (e.g., email address), view their user access report, and update their multi-factor authentication (MFA) preferences.
- Email Us Icon
 - This feature directs the user to the Contact Us page, where the user can send an email to obtain either HPMS user access or technical support.
- Logout Icon
 - 0 This icon logs the user out of HPMS and returns to the HPMS landing page.

HPMS Health Plan Management System	Modules	~	Search	Q	John Doe	Email Us	→ Logout
		-					

Figure 2

Recently Used Modules

Figure 3 shows the new recently used modules feature.

- The 10 most recently accessed modules are available for selection.
- The default display shows the first 3 recently accessed modules, along with a scroll bar to see the complete list of 10 recently used modules.
- Based on user feedback and utilization numbers, the "favorites" feature has been retired.

Recently Used [©]	
Basic Contract Management	
My Application	
Model of Care	



Module Navigation

Figure 4 illustrates the new module navigation feature.

- The home page navigation appears as a menu on the left side of the page.
- Modules are presented to the right of each selected home page category grouping.
- The home page categories and module naming conventions remain the same.

Modules							
Contract Management	Basic Contract Management						
Plan Bids	My Application						
Plan Formularies	Model of Care						
Monitoring	Non-Renewals/Service Area Reductions						
Quality and Performance	Electronic Contracting						
Risk Adjustment	Contract Reports						
Data Extract Facility	Plan Connectivity Data						
User Resources	Drug Manufacturer Management						
	Licensure						
	Default Enrollment						
	Claims Data Attestation						
	D-SNP Management						
	Plan Attestation						

Figure 4

Announcements

Figure 5 presents the announcement section.

- This section has been expanded to show up to 10 announcements.
- The default display will show the first 3 announcements (or more, depending upon screen resolution) in ascending order along with a scroll bar to see up to 10 upcoming announcements, if available.
- The last updated field represents the number of days since the last announcement was added.
- The "Show More" hyperlink navigates the user to the Search News and Announcements Archive.





Memos

Figure 6 shows the memo section.

- Memos display in descending order beginning with the most recent memo along with a scroll bar to see memos from the past 7 days.
- The last updated field represents the number of days since the last memo was added.
- The "Show More" hyperlink navigates the user to the Search News and Announcements Archive.





MA/Part D Calendar

Figure 7 shows the MA/Part D calendar feature.

- The calendar will display the current month of upcoming events and deadlines by default.
- The left and right arrows navigate the user to the prior or future month of calendar items.
- The user can download a PDF version of the annual calendar via the Download icon.
- The user can collapse the calendar section and expand the announcement and memo sections by clicking on the Calendar icon. When collapsed, the user can click on the left arrow under the Calendar icon to expand the calendar (see Figure 7a).







Figure 7a

<u>Footer</u>

Figure 8 presents the footer, which is comprised of both user access and technical help resources and standard footer links (e.g., web policies and system requirements).

لي HPMS Help Desk hpms@cms.hhs.gov 1-800-220-2028	ی HPMS User Access Mailbox HPMS_Access@cms.hhs.gov	HPMS Consultant Access	s CMS IT Service Desk hs.gov CMS_IT_Service.Desk@cms.hhs.gov 1-800-562-1963 or 410-786-2580
About HPMS Website Accessibility Web Policies	File Formats and Plug-ins Rules of Behavior	System Requirements	This is a U.S. Government computer system subject to Federal law.

Figure 8

Please note that the new HPMS home page is in testing at this time. Users may see some minor adjustments when comparing the final page in production against the screenshots provided in this memo.

CMS appreciates your ongoing support as we continue to improve HPMS. Please direct questions regarding this memo to the HPMS Help Desk at <u>hpms@cms.hhs.gov</u> or 1-800-220-2028.