Tips for Successful ASP Data Submission

Below are several checklist items and tips to ensure successful ASP data submission and certification to the online system. The ASP Data Collection User Guide and templates can be found at https://www.cms.gov/Medicare/Medicare-Fee-for-Service-Part-B-Drugs/McrPartBDrugAvgSalesPrice.If any questions or issues arise, contact the ASP Helpdesk at asphelpdesk@dcca.com.

- Use the product and financial templates for the automated system when uploading data
- Do not register the manufacturer name more than once
- Use the exact same spelling format for the Manufacturer Name went adding Product Data
- Input 11-digit drug codes (NDCs) in the NDC1, NDC2 and NDC3 fields. Only use an alternate ID if an NDC is not available
- Do not submit duplicate NDCs in the ASP report
- Provide complete product data. Any answer that does not accurately provide information about the product (e.g., N/A) is not an acceptable response for any required field.
- Be sure to enter the drug name in the drug name field
- For NDCs that are discontinued or acquired by another manufacturer, be sure to input the expiration date of the last lot sold. Note that the NDC will continue to appear on the compliance summary until the end of the reporting period in which the expiration date occurs.
- For restatements prior to 3Q18, using the Assumptions tab, upload a completed Addendum A and B along with along with an explanation for the late submission and a summary of the changes. Be sure to label the documents with the corresponding quarter.
- Remember to notify the registered certifier to certify the reported data

If you enter an incorrect NDC, alternate ID or product data, contact the ASP helpdesk