

DEPARTMENT OF HEALTH & HUMAN  
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## **Office of Communications**

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**Date:** August 15, 2014

**To:** All Medicare Advantage Organizations, Prescription Drug Plan Sponsors, and  
Section 1876 Cost Contractors

**From:** Jon Booth, Director  
Web & New Media Group

**Subject:** Plan Preview Dates for 2015 Medicare Plan Finder

This memorandum provides a timeline and instructions for previewing plan benefit cost sharing data and out-of-pocket estimates for display in the 2015 Medicare Plan Finder (MPF) on Medicare.gov. All Medicare Advantage Organizations (MAOs) and any Section 1876 Contractors that filed a 2015 Plan Benefit Package (PBP) should preview their plan data for the MPF to ensure the plan's data displays accurately on Medicare.gov. The 2015 MPF is scheduled to go live on Medicare.gov on October 1, 2014.

**Please note:** Prescription drug plans (PDPs) preview their anticipated drug costs via the DestinationRx Plan Compare Tool (not in HPMS). For questions regarding this preview process, please contact the DestinationRx helpdesk at [plancompare@drx.com](mailto:plancompare@drx.com).

### **Plan Preview Schedule**

The schedule for plan previews is provided below. These dates will also be posted on the HPMS Home page.

<b>MPF Release Date</b>	<b>Plan Preview Date(s)</b>
October 1, 2014	August 27, 2014 - August 29, 2014 September 9, 2014 – September 12, 2014

**It is important to note that the MPF preview console will be closing at 6 p.m. EDT on the last day of each MPF preview.** You should make arrangements to access and review your plan data in advance of that time.

### **How to Preview Benefit/Cost Sharing Data**

To preview plan benefit/cost sharing data, follow this path:

- Review the plan data. If it is accurate, concur during the preview. If data is inaccurate, non-concur during the preview.
- *If you concur:*
  - Your plan will be displayed on the MPF after the next data refresh, assuming all other Part C and Part D Reporting Requirements are met for CY 2015. You do not need to take any additional action for the rest of the benefit year in order to have your plan continue to be displayed on the MPF. However, you must continue to submit accurate drug pricing data.
- *If you non-concur:*
  - Clearly explain your reason for non-concurrence.
  - Your plan will remain suppressed until/unless you concur in a future plan preview.
  - Non-concurrence means that all benefit and cost sharing data (but not plan contact information) will be suppressed.

### Benefit/Cost Sharing Preview Tips

- **Remember, it is to your benefit to preview your data during the first preview period (August 27 - August 29, 2014). Do not wait until the second preview!**
- The MPF pulls all plan benefit and cost sharing data from the PBP. If your PBP is incorrect, the data in the MPF will be inaccurate. If you determine that your PBP is incorrect, you should non-concur during the preview and submit a plan correction in HPMS. As stated in the Final CY 2015 Call Letter, CMS will not reopen the submission gates to correct errors identified by the plan until the plan correction window in September. The plan correction window will be open from early September to September 24, 2014. The only changes to the PBP that will be allowed during the plan correction period are those that will modify the PBP data to align with the Bid Pricing Tool (BPT). No changes to the BPT are permitted during the plan correction period. Organizations and sponsors submitting plan corrections will receive a compliance notice and will be suppressed in MPF until the first update in November. An organization or sponsor that has demonstrated a consistent pattern of bid submission errors over multiple contract years and/or that previously received a compliance notice for CY 2014 may receive a more severe type of compliance action if it requests a plan correction for CY 2015.
- If your plan name or contact information is not displaying correctly in the MPF, do not non-concur for that reason. You can easily correct this information and are responsible for changing this information in HPMS.
  - To change your Customer Service Contact for Prospective Members phone number (which is what is used in the MPF), follow this path:
    - Plan Bids>Bid Submission>Contract Year 2015>Manage Plans>Edit Contact Data
  - To change your Plan Name or Plan Geographic Name, follow this path:
    - Plan Bids>Bid Submission>Contract Year 2015>Manage Plan>Edit Marketing Data

## **How to Preview Estimated Out-of-Pocket Cost Data**

To preview estimated out-of-pocket cost (OOPC) data, follow this path:

- Plan Bids > Bene Education Data Previews > MPF OOPC Preview > Contract Year 2015

If you have any comments or questions about how your 2015 plan data appears during your preview, please send them to [compchart@cms.hhs.gov](mailto:compchart@cms.hhs.gov). Thank you.