

HPMS/PBP Training Agenda
March 10, 2005

	Computer Training Room 1 (hands-on)	Computer Training Room 2 (hands-on)	Lecture Room 3 (lecture)
8:00 AM			HPMS 101 – Session 1 (8 – 9:30 a.m.)
8:30 AM			
9:00 AM	PBP 101 – Session 1 (8:30 – 11:30 a.m.)	PBP 102 – Session 1 (8:30 – 11:30 a.m.)	
9:30 AM			
10:00 AM			HPMS 101 – Session 2 (10 – 11:30 a.m.)
10:30 AM			
11:00 AM			
11:30 AM	Break	Break	Break
12:00 PM			
12:30 PM	PBP 101 – Session 2 (12:30 – 3:30 p.m.)	PBP 102 – Session 2 (12:30 – 3:30 p.m.)	HPMS 101 – Session 3 (1 – 2:30 p.m.)
1:00 PM			
1:30 PM			
2:00 PM			
2:30 PM			
3:00 PM			Break
3:30 PM	Break	Break	
4:00 PM			
4:30 PM	PBP 101 – Session 3 (4:30 – 7:30 p.m.)	PBP 102 – Session 3 (4:30 – 7:30 p.m.)	HPMS 101 – Session 4 (4:30 – 6 p.m.)
5:00 PM			
5:30 PM			
6:00 PM			
6:30 PM			
7:00 PM			

PBP 101: This course is intended for new MA-PD organizations only. It will cover both the Medicare Advantage PBP screens and the new Part D PBP screens. This course will be taught from a beginner MA-PD PBP user perspective.

PBP 102: This course is intended for existing MA-PD and new PDP organizations only. It will cover the new Part D PBP screens.

**** An organization should select either PBP 101 or 102. These courses are intended to be mutually exclusive. Organizations should send one representative to either PBP 101 or 102, depending upon their needs and experience.**

HPMS 101: This course is intended for all MA-PD and PDP organizations. It will cover the plan creation and download processes, the formulary and bid upload processes, and general HPMS user access.

**** All organizations are encouraged to attend HPMS 101. There is no limit on attendance per organization for this particular session.**