

## **Notice for Prescription Drug Plans of a MONTHLY Auto “Assignment” File**

For the Month of **February**, 2006, CMS will be sending your monthly file of the beneficiaries who have been “assigned” to your Prescription Drug Plan by COB **Friday, February 10**, 2006. CMS will use the same format and file naming conventions as in the original file sent to you October 20, 2005, from the “Initial” Auto Assignment process. The format is also enclosed. **The file naming standards are as follows:**

**Gentran:** P#MBD.#APDP4.XXXXX.OUT.NOTIF.pppppp

where XXXXX is the plan number and "pppppp" is the Gentran processing number.

**Connect:Direct (Mainframe):**

zzzzzzzz.#APDP4.xxxxx.OUT.NOTIF

where (zzzzzzz = Site specific High Level Qualifier)

**RENAME last month’s file immediately; you will NOT receive this file if there is an existing one with the same name. CMS will not resend because of this error.**

**Connect:Direct (Non-Mainframe):**

\\directory\P#MBD.#APDP4.xxxxx.OUT.NOTIF

where (directory = site specific directory name) and xxxxx = plan number

**RENAME last month’s file immediately; the existing file will be overwritten.**

Please note that this file only contains assignments, not confirmation that auto-enrollment transactions for the beneficiaries have been processed by MARx. You will still need to check your Transaction Reply Reports (TRRs) from MARx to determine whether the assignments were accepted or rejected as actual enrollments into your PDP.

Many of the anomalies you saw in the original file have been corrected, including the conversion of RRB numbers to a readable format. CMS has also reduced the amount of time between processes to reduce the number of changes that can occur. However, please continue to expect to see a difference in the two reporting mechanisms. CMS does not control the number of beneficiaries whose criteria may change to make them no longer applicable candidates for your plan. Examples of these will be name and address changes, incorrect name and addresses in government systems of record, individual choice of enrollments by Beneficiaries themselves, and number of deaths that will occur.

CMS made the decision to reinstate the auto assignment monthly reporting process to give the plans more timely notice and a general idea of the number of new assignments for the current month. The auto-assign file provides an additional source of LIS information, as well as early notification to PDPs of beneficiaries receiving CMS auto-enrollment notices indicating assignment to your plan. In addition, the MARx supplemental address report for auto-enrollees will still be produced each month, but is not sent to PDPs until later in the month. This auto-assign file will give PDPs immediate

access to address data for these beneficiaries. Having this file will assist your plan in expediting the submission of the 4Rx records for these beneficiaries, but keep in mind to wait for the weekly TRR containing the auto-enrollments prior to submitting the 4Rx files. We hope this will be a productive planning tool and provide a better service to your organization.

As always, CMS welcomes your feedback. Organizations with questions should call the Help Desk at 1-800-927-8069, or e-mail them at [MMAHelp@cms.hhs.gov](mailto:MMAHelp@cms.hhs.gov).