



MEDICARE PLAN PAYMENT GROUP

DATE: March 12, 2007

TO: All Medicare Advantage Organizations, Prescription Drug Plans, Cost Plans, PACE Organizations and Demonstrations

FROM: Thomas Hutchinson /s/
Director

SUBJECT: Reconciliation of 2006 Part D Enrollment and Payment – Final Date to Submit Batch Retroactive Files to CMS – INFORMATION

Please note that this directive applies to plans offering Part D, including stand-alone Prescription Drug Plans (PDPs) and PACE plans. In addition, this also applies to plans that provide the Part D benefit offered by Medicare Advantage and Cost plans.

On March 6, 2007, CMS issued a memorandum entitled “Systems Guidance for Enrollment Reconciliation for Coverage Year 2006”. Subsequently, we received numerous requests for guidance on how enrollment reconciliation will impact the standard operating procedures for retroactivity (“retros”). The following bullets explain the procedures for retros during the enrollment and payment reconciliation processes for coverage year 2006:

- Plans offering Part D cannot submit any batch retro files to CMS nor retroactive enrollment, disenrollment or Plan Benefit Package (PBP) change requests for dates in 2006 to Integriguard on or after March 15, 2007;
- CMS staff will not input any coverage year 2006 enrollment transactions for Part D plans into the MARx user interface after payment reconciliation has taken place;
- Requests for retroactive status changes (e.g., Medicaid, state and county codes, etc.) will continue to be accepted and processed by Integriguard according to the standard operating procedures and guidelines;
- Batch retro files and retroactive payment requests to Integriguard for dates in 2006 will still be accepted for non-Part D plans (e.g. MA-only plans or cost plan without drug coverage) according to the standard operating procedures for requesting retroactive adjustments; and
- Previously submitted enrollment, disenrollment and/or PBP changes for dates in 2006 to Integriguard will be processed prior to payment reconciliation.

If you have any questions or issues that you wish to discuss, please feel free to contact your Division of Payment Operations representative per the attached list.

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