

**HPMS E-Mail**

**Date:** November 18, 2011

**Subject:** Part D Detailed 2010 DIR Reporting

**To:** All Part D Plan Sponsors

**From:** Cheri Rice, Director, Medicare Plan Payment Group

This is a reminder that the submission window for Part D Detailed 2010 DIR reporting is now open. The submission window will be open until 11:59 PM PT on Thursday, December 15, 2011. Because this is the first time for reporting Detailed DIR data, we strongly encourage Part D sponsors to submit early during the submission window to ensure a complete, accurate, and successful submission by the deadline. Please be aware that you may upload the Detailed 2010 DIR Report as many times as you choose until 11:59 pm PT, on Thursday, December 15, 2011 and only your last submission will be recorded.

We also amend prior guidance to specify that there are no file size restrictions and thus Part D sponsors must submit one Detailed DIR Report. The Detailed DIR Report may not be split into multiple files. In other words, one text file named DIR\_NDC\_2010.txt must be placed in one ZIP file DIR\_NDC\_2010.zip for upload.

For technical assistance, Part D sponsors can contact the HPMS Help Desk at either 1-800-220-2028 or [hpms@cms.hhs.gov](mailto:hpms@cms.hhs.gov). For other questions regarding the Detailed 2010 DIR Report, sponsors can e-mail [DIR\\_Reporting\\_Reqs@cms.hhs.gov](mailto:DIR_Reporting_Reqs@cms.hhs.gov). Please do not respond directly to this e-mail.