

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. For other questions regarding the Detailed 2010 DIR Report, sponsors can e-mail DIR_Reporting_Regts@cms.hhs.gov. Please do not respond directly to this e-mail.