

**HPMS E-Mail**

**Date:** December 9, 2011

**To:** All Part D Plan Sponsors

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

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

This is a reminder that the submission window for Part D Detailed 2010 DIR Reporting will close in 5 days. It is **HIGHLY RECOMMENDED** that if you have not completed your Detailed 2010 DIR Reporting you do so immediately to ensure a successful submission by the deadline of 11:59 pm PT on Thursday, December 15, 2011.

Please be aware that there are no file size restrictions and thus Part D sponsors must submit one Detailed DIR Report, named DIR\_NDC\_2010.zip. 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.