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**DATE:** January 10, 2023

**TO:** Current and Future Medicare Advantage Organizations, Medicare-Medicaid Plan Sponsors, and Prescription Drug Plan Sponsors

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**SUBJECT:** Release of Contract Year (CY) 2024 Medicare Advantage (MA), Medicare-Medicaid Plan (MMP), and Prescription Drug Benefit (Part D) and Related CY 2024 Applications & Deadlines

CMS announces the release of materials for the CY 2024 Medicare Advantage (MA), Prescription Drug Plan (PDP), Employer/Union-Only Group Waiver Plan (EGWP), Special Needs Plan (SNP), and Medicare-Medicaid Plan (MMP) applications. Applications are now posted on the CMS websites listed below and will be available for completion in the Health Plan Management System (HPMS) on January 11, 2023. All applications (excluding PACE applications) must be completed in HPMS by 8:00 p.m. EST on February 15, 2023. All materials and supporting documentation must be submitted through HPMS.

**MA and SNP Applications, including Network Adequacy**

Trainings on the MA (including EGWP) and SNP applications, and how to submit health service delivery tables for network adequacy, are available on the CMS YouTube channel as follows:

- MA application training at [https://youtu.be/ol\\_5Bz6uBxY](https://youtu.be/ol_5Bz6uBxY),
- SNP application training at <https://youtu.be/5r9TeoWJ-FE>, and
- MA Network adequacy training at <https://www.youtube.com/watch?v=O1TO9C2tZII&feature=youtu.be>.

The CY 2024 consolidated MA application (including EGWP and SNP) and accompanying instructions are posted at <https://www.cms.gov/medicare/medicare-advantage/medicareadvantageapps>.

Attendees of the MA Industry Training held on January 4, 2023, may access the materials and recording at <https://www.msccinc.com/cmsspartcd/materials.aspx>. If you were unable to attend the training, you may access the materials and recordings once you register at [www.msccinc.com/cmsspartcd](https://www.msccinc.com/cmsspartcd).

Questions regarding MA (including EGWP) and SNP applications, and network adequacy submissions, may be directed to the MA/SNP Application Mailbox at <https://dmao.lmi.org>.

### **Part D Applications**

The Part D application training is available on the CMS YouTube channel at <https://youtu.be/pjrb3obNn3Q>. The CY 2024 consolidated Part D application PDF document (including EGWP) and instructions are posted at [https://www.cms.gov/Medicare/Prescription-Drug-Coverage/PrescriptionDrugCovContra/RxContracting\\_ApplicationGuidance](https://www.cms.gov/Medicare/Prescription-Drug-Coverage/PrescriptionDrugCovContra/RxContracting_ApplicationGuidance).

For Part D (including EGWP) application questions – submit questions to [PartD\\_applications@cms.hhs.gov](mailto:PartD_applications@cms.hhs.gov).

### **MMP Applications**

The Medicare-Medicaid Coordination Office will provide a separate training to MMP applicants. MMP resources, including the MMP application PDF document and instructions, are posted at <https://www.cms.gov/medicare-medicaid-coordination/medicare-and-medicaid-coordination/medicare-medicaid-coordination-office/financialalignmentinitiative/mmpinformationandguidance/mmpapplicationandannualrequirements>.

For MMP application questions – submit questions to Marla Rothhouse at [marla.rothouse@cms.hhs.gov](mailto:marla.rothouse@cms.hhs.gov).

**NOTE: All applicants** MUST click “Final Submit” in HPMS prior to the deadline in order for the application to be received. After clicking “Final Submit” please remember to go to the submission confirmation page to view your submission confirmation number. Applicants will also receive an e-mail confirmation with this submission confirmation number. If applicants do not receive a confirmation number, this means CMS has not received the application.