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**DATE:** July 19, 2023

**TO:** All Current and Prospective Medicare Advantage, Prescription Drug Plan, Cost, PACE, and Demonstration Organizations

**FROM:** Kathryn A. Coleman, Director  
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**SUBJECT:** Invitation to Provide Feedback on the Contract Year 2024 Bid Submission Process

In recognition of the significant changes introduced to the bid submission process this season, CMS is extending the timeframe for submitting feedback during the annual bid lessons learned effort.

CMS invites all Medicare Advantage (MA), Prescription Drug Plan (PDP), Cost, PACE, and demonstration organizations and other stakeholders to provide feedback on the following components of the Contract Year (CY) 2024 bid submission process in the Health Plan Management System (HPMS):

- Plan Benefit Package (PBP) module and API;
- Bid Submission module, including functions such as set-up plans, plan and formulary crosswalks, substantiation and actuarial certification uploads, and service area verification; and
- Bid and benefit reports.

Please limit your feedback to the specific topics noted above and focus on areas such as inefficiencies in the business process or software, and issues that may adversely affect beneficiary understanding of plan benefits. Also, please note that feedback on the Bid Pricing Tool (BPT) and its related business processes is not part of this effort.

**The survey window is open and will remain available through Friday, August 18, 2023.** As in prior years, comments are being collected via a website application, and HPMS access is not required. The website application is located at:

[https://surveys.CMS.gov/jfe/form/SV\\_5bBawhml35J3PFQ](https://surveys.CMS.gov/jfe/form/SV_5bBawhml35J3PFQ)

For questions regarding this memo, please contact the HPMS Help Desk at either 1-800-220-2028 or [hpms@cms.hhs.gov](mailto:hpms@cms.hhs.gov). Thank you for your participation.