HPMS E-Mail

Date: March 03, 2021

Subject: HPMS Online Enrollment Center (OEC) Management Module Update

In the HPMS OEC Management module, users can download new enrollments for a given day using the "New Enrollments" card on the module's dashboard page. Currently, the download will include all enrollments received for that day, even those that were previously downloaded from the module.

Starting on Friday, March 5, 2021, users will be given the option to download in two ways:

1.   Download all enrollments received for a given day, including those that were previously downloaded, or

2.   Download only those enrollments received for a given day that have not yet been downloaded.

The "New Enrollments" card will display a new checkbox labeled: Include previously downloaded enrollments for these enrollment file dates. By default, the checkbox will be selected. To download only those enrollments that have not yet been downloaded, users must uncheck the checkbox before selecting the **Download All New Enrollments** button.

Please direct technical questions to the HPMS Help Desk at either hpms@cms.hhs.gov or 1-800-220-2028.