

HPMS E-Mail Notice

Date: January 4, 2008

Subject: Reminders - End of the Annual Enrollment Period (AEP)

At the end of the Annual Enrollment Period (AEP) for 2008, CMS would like to remind plans of the following:

1 - Please retrieve CMS Online Enrollment Center (OEC) enrollment requests in a timely manner, checking at least once every business day. Also, please note that in some very limited numbers, CMS will pass valid AEP OEC enrollment requests to plans in the days that follow 12/31/2007. To ensure you are able to recognize these enrollments and process them accordingly, CMS has placed the following language in the "SEPCMSReason Code" text field: "800 Medicare callback". Please consider all OEC enrollment requests you may receive with this phrase in the appropriate OEC field to be valid AEP enrollment requests with a receipt date of 12/31/2007 and an effective date of 01/01/2008.

2 - Through Friday, 01/04/2008, enrollment or disenrollment requests received by mail with a postmark on or before 12/31/2007 may be accepted as valid AEP requests, using 12/31/2007 as the receipt date and 01/01/2008 as the effective date.

3 - The Plan Data Due date for MARx submission is 01/11/2008, so please plan accordingly.

If you have any questions, please contact Randy Brauer at (410) 786-1618. Thank you.