

DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
7500 Security Boulevard
Baltimore, Maryland 21244-1850



CENTER FOR DRUG and HEALTH PLAN CHOICE

TO: All Part D Sponsors

FROM: Cynthia G. Tudor, Ph.D., Director, Medicare Drug Benefit and C & D Data Group

SUBJECT: Automated TrOOP Balance Transfer Testing and Certification

DATE: September 17, 2008

In a March 18, 2008 memorandum entitled, "Change in Implementation Schedule for Automated TrOOP Balance Transfer Requirement," we announced the requirement that Part D sponsors be prepared to initiate pre-implementation testing of the new automated TrOOP balance transfer transactions as part of the testing certification process by September 1st. We did not, however, specify who should contact whom to schedule the testing nor did we provide a deadline for initiating this contact. As RelayHealth has not yet heard from all sponsors or their processors, we are sending this memorandum to provide specific requirements.

All Part D sponsors must contact the CMS TrOOP Facilitator, RelayHealth, by close of business Friday, September 26, 2008 to either initiate the process of scheduling their certification testing or to confirm that the sponsor's processor; i.e., the entity that will be receiving and responding to the sponsor's automated TrOOP balance transfer transactions, has initiated the scheduling process. Contact by the deadline is mandatory regardless of whether sponsors are certain of their testing readiness dates. Note that all testing must be successfully completed by November 1, 2008. Contact to RelayHealth should be in the form of an email to trooptesting@relayhealth.com.

Instructions for the certification testing process and forms regarding certification test scheduling and test readiness are available on the TrOOP Facilitator's web site at: http://medifacd.relayhealth.com/Payers/MediFacD_FIRPayers_Testing.htm.

If you have any questions concerning this memorandum, please contact Deborah Larwood via email at Deborah.Larwood@cms.hhs.gov or by phone at 410-786-9500.