

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
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**OFFICE OF INFORMATION SERVICES**

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**DATE:** November 17, 2009

**TO:** All Prescription Drug Plans and Medicare Advantage Organizations

**FROM:** Alan Constantian /s/  
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**SUBJECT:** Week-at-a-Glance for November 15th to November 22nd

This Week-at-a-Glance memo describes the special Reassignment Transaction Reply Report that Prescription Drug Plans (PDPs) will receive from CMS on or about Friday, November 20, 2009, as well as the actions that PDPs must take after receipt of this special TRR.

**November 2009 Special Reassignment Transaction Reply Report for LIS  
Beneficiaries enrolled in Prescription Drug Plans**

CMS will transmit a **special MARx-generated Transaction Reply Report (TRR) on or about Friday, November 20, 2009, which will contain only the confirmed enrollments resulting from the first Reassignment process that occurred in October.** Plans will be able to identify affected beneficiaries as follows:

**Enrollment source code** = H (reassign)  
**Transaction reply codes** = TRR-212 A – Re Assignment Enrollment Accepted – Reassignment enrollment request for a beneficiary into a Part D plan submitted by CMS or Plan is accepted.

This file for the first reassignment will be transmitted one time only and will follow the naming convention as outlined below:

P.Rxxxxx.SPCL%%%.Dyymmdd.Thhmmsss

As a reminder, **please do not submit 4Rx records for the beneficiaries contained in the one-time reassignment files that plans received in October until after you receive the special MARx-generated Transaction Reply Report (TRR) on or about Friday, November 20, 2009, which will contain the confirmed enrollments resulting from the reassign process.** This is because the October 16 preliminary list may not exactly match the list of beneficiaries who are ultimately enrolled in your plan since voluntary plan elections may occur after the preliminary file is created. Once the Special TRR is received, the normal timeframe for submitting 4Rx data applies (i.e., 3 business days).

The below timeline outlines important actions that PDPs must take after receiving the Special Reassignment TRR:

**November 20, 2009** – Special TRR showing successfully processed reassignments should be available.

**November 23, 2009** – Gaining PDPs must submit 4Rx data.

**November 30, 2009**

- **Within 10 calendar days of receipt of TRR showing reassignment, “Gaining”** PDPs must send beneficiaries confirmation that their enrollment has been accepted by CMS. (See Exhibit 29 of Chapter 3 (Eligibility, Enrollment, and Disenrollment) of the Medicare Prescription Drug Benefit Manual.)
- **Within 10 calendar days of receipt of TRR showing reassignment, “Losing”** PDPs must send beneficiaries confirmation of disenrollment due to re-assignment (See Exhibit 10b of Chapter 3 (Eligibility, Enrollment, and Disenrollment) of the Medicare Prescription Drug Benefit Manual.)

**December 11, 2009** – MARx plan payment cutoff; last day to submit re-enrollments into “losing” PDPs for timely processing.

**January 1, 2010** – Reassignment effective date.

#### **Delay – Second Reassignment for LIS Beneficiaries enrolled in Non-renewing Medicare Advantage Plans**

The second reassignment announced in the November 2, 2009 HPMS memo entitled *“Reassignment of Low-Income Subsidy (LIS) Beneficiaries Due to MA Contract Non-Renewals”* is being delayed. It will now take place the week of November 23.

Important: The interim gaining file sent to certain PDPs on November 12 was erroneous. Plans are directed to destroy that file.

The delay will result in the following modifications to the original timeline:

**November 25, 2009** – Gaining PDPs receive interim gaining file

**November 29, 2009** – TRR showing successfully processed reassignments should be available. These reassignments will appear on the regularly-scheduled TRR.

**December 2, 2009** – Gaining PDP must submit 4Rx data.

**December 9, 2009** – **Within 10 calendar days of receipt of TRR showing reassignment,** “Gaining” PDPs must send beneficiaries confirmation that their enrollment has been

accepted by CMS. [See Exhibit 29 of Chapter 3 (Eligibility, Enrollment, and Disenrollment) of the Medicare Prescription Drug Benefit Manual.]

**Early December 2009** – CMS mails beneficiary reassignment notices on blue paper.

**Mid-December 2009** – MA plans losing to reassignment will be required to send a confirmation of disenrollment due to reassignment. Guidance on the model letter and due date will be issued shortly.

**January 1, 2010** – Reassignment effective date.

Please direct questions or concerns to the MAPD Help Desk at [mapdhelp@cms.hhs.gov](mailto:mapdhelp@cms.hhs.gov) or 1-800-927-8069.