

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
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DATE: May 22, 2012  
TO: Issuers of Health Insurance  
CC: State Departments of Insurance Commissioners  
FROM: Brian James  
CCIIO Data Collection and Management Division  
SUBJECT: Changes to June 11 Collection Window; May 23 Training Canceled

Due to ongoing concerns over the timing and specifics surrounding the new templates, especially the SBC-related elements and Coverage Example calculations, the combined submission window process using the new Individual and Family benefit templates will not be implemented until the end of August. For the submissions cycles listed below, the template versions previously submitted will be utilized again.

### **TRAINING SESSION ON 5/23 CANCELED**

As the schedule below shows, the submission cycle beginning on June 11 will utilize a similar schedule and process as in previous RBIS collections. For that reason, we will only have one training session, to refresh Issuers on the Small Group collection process, on May 31. You should use the same call-in information as previously issued in a memo.

### **UPCOMING SCHEDULE FOR DATA COLLECTION**

#### ***Small Group Collection***

HIOS window: June 11-June 15  
RBIS window: June 18-June 29  
Refresh: July 11

#### ***IFP Collection***

HIOS window: July 16-July 20  
RBIS window: July 23-August 3  
Refresh: August 15

#### ***Combined Window (Utilizing new IFP templates)***

Window opens (tentatively): August 27

## **CONTINUED GUIDANCE ON SBC/COVERAGE EXAMPLES**

Many Issuers have submitted questions regarding the new Individual and Family benefits template, especially relating to the Coverage Example fields. These have been tracked and compiled, and CCIIO is in the process of formulating responses. We will continue to have a dialogue around what is expected as the collection approaches, and will continue to provide resources to issuers, including information on the Coverage Example calculator, which is currently in development. Our hope is that the additional time before the new benefits template is used gives Issuers sufficient time to complete the data gathering and entry required by the SBC. The work done preparing for the June 11 window can be leveraged towards the late August submission in advance of September 23.

For policy questions regarding the HealthCare.gov Plan Finder, please email [CCIIOPlanFinder@cms.hhs.gov](mailto:CCIIOPlanFinder@cms.hhs.gov).

For technical assistance regarding data submissions, please contact: the HIOS Help Desk at 1-877-343-6507; the RBIS Help Desk at 1-888-380-2107; or [insuranceoversight@hhs.gov](mailto:insuranceoversight@hhs.gov).