



Office of Communications

DATE: August 9, 2017

TO: All Medicare Advantage Organizations, Prescription Drug Plans, Medicare-Medicaid Plans, PACE Organizations, and Section 1876 Cost Contractors

FROM: Jon Booth, Director
Web & New Media Group

SUBJECT: Plan Preview Dates for 2018 Medicare Plan Finder

This memorandum provides a timeline and instructions for Medicare Advantage Organizations (MAOs), Prescription Drug Plans, and Section 1876 Contractors to preview plan benefit cost sharing data and out-of-pocket estimates to ensure their plan data displays accurately in the MPF on Medicare.gov. Additionally, PACE Organizations should ensure that their data is displayed accurately in the MPF. The 2018 MPF is scheduled to go live on Medicare.gov on October 1, 2017.

Please note that CMS has enhanced the benefit package data display on the Medicare Plan Finder for Contract Year (CY) 2018. Organizations can see this expanded data display in HPMS in the MPF Summary Report and during the plan preview periods in August and September 2017. Additional information on these enhancements may be found in the May 22, 2017 CMS Memo “Enhancements to the CY 2018 Medicare Plan Finder.”

Plan Preview Schedule

The schedule for plan previews is provided below. These dates will also be posted on the HPMS home page.

MPF Release Date	Plan Preview Date(s)
October 1, 2017	August 23, 2017 - August 25, 2017 September 5, 2017 – September 8, 2017

It is important to note that the MPF preview console will close at 6 p.m. EDT on August 25 and September 8, 2017, the last day of each plan preview period. Organizations and sponsors should access and review their plan data prior to that time.

How to Preview Benefit/Cost Sharing Data

To preview plan benefit/cost sharing data, follow this path:

- Plan Bids > Bene Education Data Previews > MPF Benefits Preview > CY 2018
- Review the plan data. If it is accurate, concur during the preview. If data is inaccurate, non-concur during the preview.
- *If you concur:*
 - Your plan will be displayed on the MPF after the next data refresh, assuming all other Part C and Part D Reporting Requirements are met for CY 2018. You do not need to take any additional action for the rest of the benefit year in order to have your plan continue to be displayed on the MPF. However, you must continue to submit accurate drug pricing data.
- *If you non-concur:*
 - Clearly explain your reason for non-concurrence.
 - Your plan will remain suppressed until/unless you concur in a future plan preview.
 - Non-concurrence means that all benefit and cost sharing data (but not plan contact information) will be suppressed.

Benefit/Cost Sharing Preview Tips

- **Preview your data during the first preview period (August 23 - August 25, 2017). Do not wait until the second preview!**
- The MPF pulls all plan benefit and cost sharing data from the PBP. If your PBP is incorrect, the data in the MPF will be inaccurate. If you determine that your PBP is incorrect, you should non-concur during the preview and submit a plan correction in HPMS.
- CMS will not reopen the submission gates to correct errors identified by the plan until the plan correction window in September. The plan correction window will be open from early September to September 21, 2017. The only changes to the PBP that will be allowed during the plan correction period are those that will modify the PBP data to align with the Bid Pricing Tool (BPT). No changes to the BPT are permitted during the plan correction period.
- Organizations and sponsors submitting plan corrections will be subject to compliance action and suppressed in MPF until the first update in November. Organizations and

sponsors that have demonstrated a consistent pattern of bid submission errors over multiple contract years and/or previously received a compliance notice for CY 2017 may face more severe compliance action if the plan requests a plan correction for CY 2018.

- If your plan name or contact information is not displaying correctly in the MPF, do not non-concur for that reason. You can easily correct this information and are responsible for changing this information in HPMS.

To change your Customer Service Contact for Prospective Members phone number (the phone number that is used in the MPF), follow this path:

- Plan Bids>Bid Submission>Contract Year 2018>Manage Plans>Edit Contact Data
- To change Plan Name or Plan Geographic Name, follow this path:
- Plan Bids>Bid Submission>Contract Year 2018>Manage Plan>Edit Marketing Data

How to Preview Estimated Out-of-Pocket Cost Data

To preview estimated out-of-pocket cost (OOPC) data, follow this path:

- Plan Bids > Bene Education Data Previews > MPF OOPC Preview > Contract Year 2018

If you have any comments or questions about how your 2018 plan data appears during your preview, please send them to: compchart@cms.hhs.gov. Thank you.