

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



**CENTER FOR MEDICARE**

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**DATE:** January 9, 2015

**TO:** Current and Future Medicare Advantage Organizations and Part D Sponsors

**FROM:** Kathryn A. Coleman, Acting Director, Medicare Drug & Health Plan Contract Administration Group

Amy K. Larrick, Acting Director, Medicare Drug Benefit and C & D Data Group

**SUBJECT:** Industry Training Teleconference Calls for 2016 Part C, Part D, Employer/Union-Only Group Waiver Plan (EGWP), and Special Needs Plan (SNP) Applications

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**JOIN THE CMS APPLICATION TRAININGS**  
**Overview of Applications and Submission Processes**

<b>Date &amp; Time</b>	<b>Topic</b>	<b>Details</b>
Wednesday, January 14, 2015 3:30-5:00 PM (Eastern)	Training for the Medicare Advantage (MA), Medicare Advantage-Prescription Drug (MA-PD), Prescription Drug Plan (PDP), Employer Group Waiver Plan (EGWP), and Special Needs Plan (SNP) Proposals	Medicare Part C and D User Group teleconference call – You must register to participate (see Technical Information)
Wednesday, January 21, 2015 3:30-5:00 PM (Eastern)	Continuation of training and Questions & Answers for the MA, MA-PD, PDP, EGWP, and SNP Proposals	Medicare Part C and D User Group teleconference call – You must register to participate (see Technical Information)

**Goal**

The goal of these sessions is to provide Medicare Advantage organizations, health plans, prescription drug plan sponsors, employers, unions and other potential applicants with an overview of the upcoming application and submission process, highlighting changes and/or revisions from last year's cycle, including overview of the:

- Medicare Part C application requirements and process for the 2016 contract year for Coordinated Care Plans (CCP), Private Fee-For-Service (PFFS), Service Area Expansions (SAE), and Medical Savings Accounts (MSA);
- Medicare Part D application process for the 2016 contract year;
- EGWP application process for the 2016 contract year; and
- SNP proposal process.

**Target Audience**

New and existing Medicare Advantage organizations, health plans, employers, unions, Part D sponsors, those organizations adding or expanding a SNP, and other interested parties, including Medicare compliance officers and information technology staff seeking to submit Part C, Part D, or EGWP applications for the 2016 contract year should participate in this training.

**Technical Information**

Call-in information will be sent out prior to the meeting dates by Management Solutions Consulting Group (MSCG) Applicants must register at [www.mscginc.com/registration](http://www.mscginc.com/registration).

NOTE: You will need your contract ID to register. Handouts for the conference calls will be distributed by MSCG prior to each teleconference and will be available on the MSCG website. If you have any questions regarding the technical aspects of the Part C&D User Calls, please call MSCG at 301-577-3100.

If you have any questions regarding the programmatic content, please call one of the following contacts:

Part C Applications – Martha Hennessy at (410) 786-0575

Part D and EGWP Applications – Arianne Spaccarelli at (410) 786-5715