

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
Center for Consumer Information and Insurance Oversight  
200 Independence Avenue SW  
Washington, DC 20201



**Date:** February 7, 2017

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**Subject:** 2016 Benefit Year - Methodology Selection for reconciliation of the cost-sharing reductions component of advance payments

For the 2016 benefit year, CMS created a new web form to allow issuers to report the methodology they elect to use for reconciliation of the cost-sharing reductions (CSR) portion of advance payments for a HIOS ID, along with technical points of contact (POC) for the corresponding HIOS ID(s) for which the issuer reported the CSR Reconciliation methodology.

If issuers used the simplified methodology in 2015, all three methodology options are available to the issuer for CSR Reconciliation for the 2016 benefit year.

If issuers used the standard methodology in the 2015 benefit year, the standard methodology is the only methodology option available to the issuer for CSR Reconciliation for the 2016 benefit year. These issuers may still complete the web form to notify CMS of new or updated technical POCs.

The web form will be open from **Tuesday, February 7, 2017 to 11:59 p.m. ET on Monday, March 6, 2017**, and again from **Monday, April 3, 2017 to 11:59 p.m. ET on Tuesday, May 30, 2017**.

We encourage issuers to submit any methodology and POC updates via the web form by **March 6, 2017** to avoid any potential data file and attestation file processing issues.

CMS will host a webinar on February 7 and 9, 2017 to provide an overview about the web form, as well as the process for reconciliation of the CSR portion of advance payments for the 2016 benefit year and restatements for the 2015 benefit year.

Link to Web Form:

<https://acapaymentoperations.secure.force.com/CSRReconciliationMethodology>

Link to Web Form User Guide:

[https://www.regtap.info/reg\\_librarye.php?i=1993](https://www.regtap.info/reg_librarye.php?i=1993)

Although CMS will make the web form available again during the 2017 reporting cycle open submission window, which begins April 3, 2017, CMS will not permit methodology or POC changes after May 30, 2017. Please email [CSRreconquestions@cms.hhs.gov](mailto:CSRreconquestions@cms.hhs.gov) if you have questions.