

FYI from Roe Insurance **“CMS Notice Time Again!”**

If you provide health insurance to your employees, then this applies to you!

It is time again to send out your CMS Creditable Coverage Disclosure Notice to all employees covered by your health plan; this notice must be provided to them prior to November 15 each year.

In 2007, Medicare beneficiaries had the opportunity to receive subsidized prescription drug coverage through the new Medicare Part D program established under the Medicare Modernization Act of 2003 (MMA). Your employees and retirees may have questions about this new pharmacy program. Roe Insurance wants to support you with this by providing you the information you will need to support your employees and take the action steps required by the Centers for Medicare and Medicaid Services (CMS).

In order to meet your (the employer) obligations required by CMS, you must:

1. Determine if your pharmacy plan provides "creditable coverage". A pharmacy plan is considered "creditable" if its benefits are equivalent to or better than a Part D plan (most plans are creditable, unless you offer an HSA). If you aren't sure please contact us and we will assist in determining if your plan provides Creditable Coverage.

2. Regardless of whether your plan is creditable or non-creditable, you must notify all Medicare eligible individuals who are eligible for coverage under your plan at specific times. CMS requires that Notice of Creditable Coverage be sent to any Medicare Eligible at the following times:

- a. Each year, prior to the Medicare Part D Annual Coordinated Election Period which begins November 15;
- b. Prior to an individual's Initial Enrollment period for Part D;
- c. Prior to the effective date of coverage for any Medicare eligible individual that joins the plan;
- d. Whenever the individual's pharmacy plan changes creditable/non-creditable status or terminates; and
- e. Upon request.

3. Additionally, you must submit a Notice of Disclosure to CMS annually as to the status of your plan and when you sent notifications to your employees.

A sample Notice of Creditable Coverage that you can use to send to your employees, instructions for completing the yearly Notice of Disclosure to CMS and additional information regarding Part D, can be found at the CMS website www.cms.gov or see the attached sample.

Sincerely,
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