



CENTER FOR MEDICARE

DATE: March 25, 2022

TO: All HPMS Users

FROM: Amy Larrick Chavez-Valdez, Director
Medicare Drug Benefit and C & D Data Group

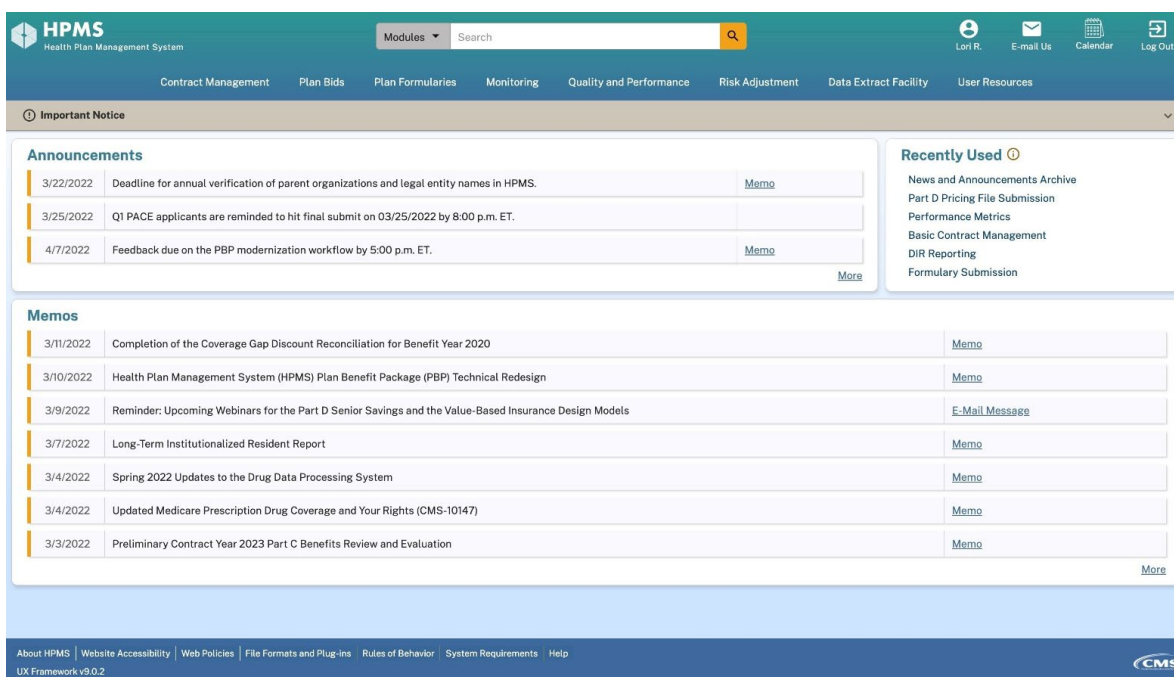
SUBJECT: New Health Plan Management System Home Page

On the evening of Friday, April 1, 2022, CMS will launch a new home page for the Health Plan Management System (HPMS). The home page design has been updated to address end user feedback received as a result of our July 9, 2021 HPMS memorandum entitled “Invitation to Provide Feedback on the Health Plan Management System (HPMS) Home Page.”

Full View

Figure 1 presents the new HPMS home page. Each component will be discussed in detail below.

Figure 1



Header

Figure 2 illustrates the header component of the new HPMS home page. The header is comprised of the following:

- HPMS Logo
- Search Bar
- My Account Icon
- E-mail Us Icon
- Calendar Icon
- Log Out Icon

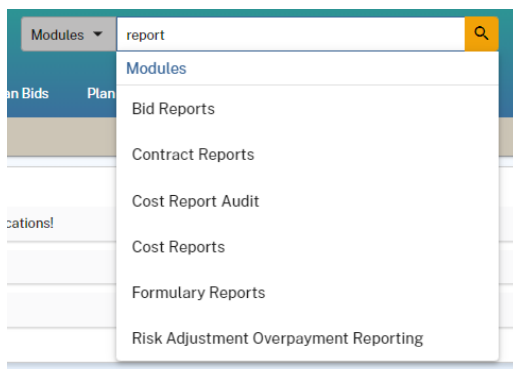
Figure 2



Search Bar

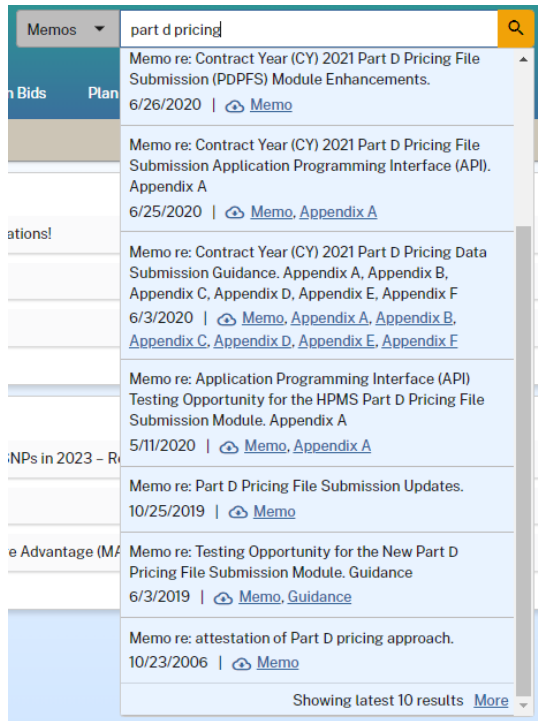
- Users may search for specific modules, memos, or FAQs using the search bar. The default search option will be “module.”
- **Figure 3** illustrates the module search results, which will display all modules that match the search criteria. The module search will only produce results that are consistent with the user’s access rights in HPMS.

Figure 3



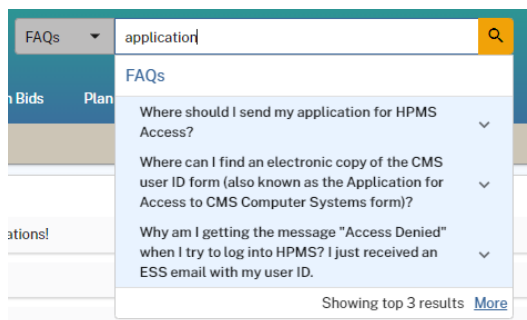
- **Figure 4** illustrates the memos search results, which will display the 10 latest memos that contain the search criteria. If a user would like to view additional memos, they may select the “More” link to access the News and Announcements Archive module.

Figure 4



- **Figure 5** illustrates the FAQ search results, which will display the top 3 results that contain the search criteria. If a user would like to view additional FAQs, they may select the “More” link to access the News and Announcements Archive module.

Figure 5



My Account Icon

- This feature directs the user to the My Account page, where the user can update their account information (e.g., email address), view their user access report, and update their multi-factor authentication (MFA) preferences.

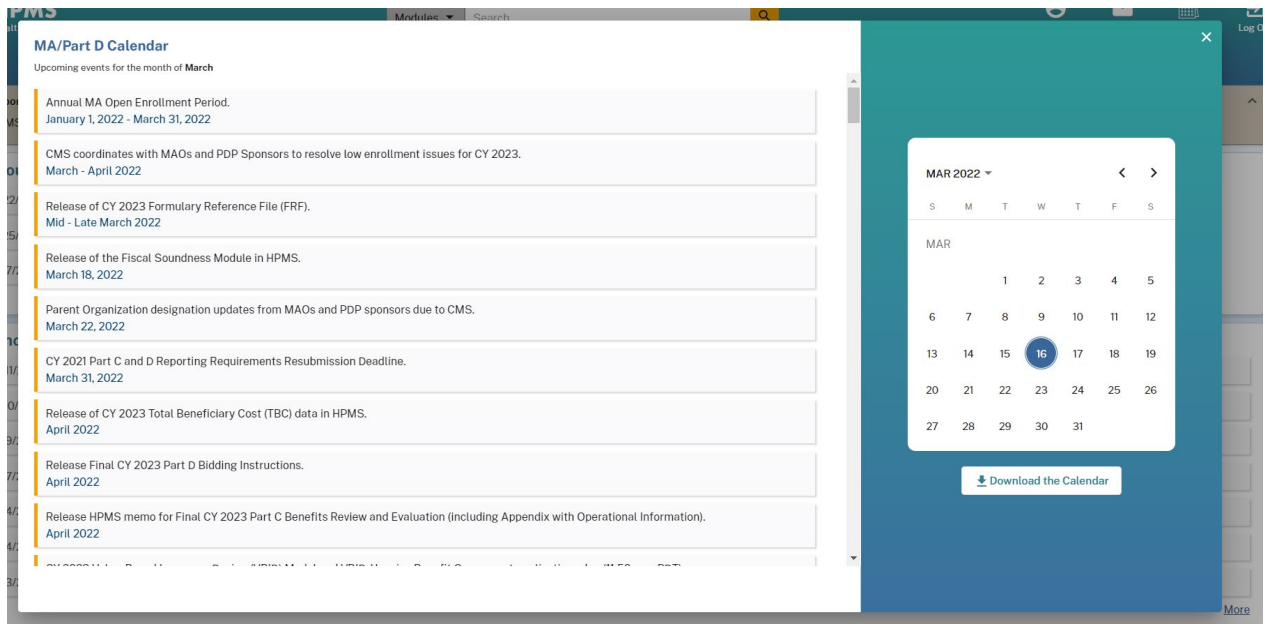
E-mail Us Icon

- This feature directs the user to the Contact Us page, where the user can send an e-mail to obtain either HPMS user access or technical support.

Calendar Icon

- **Figure 6** illustrates the overlay page for the calendar display.
 - The calendar will display the current month of upcoming events and deadlines by default.
 - The left and right arrows on the calendar navigate the user to the prior or future month of calendar items.
 - The user can download a PDF version of the annual calendar via the “Download the Calendar” button.

Figure 6



Log Out Icon

- This icon logs the user out of their HPMS session and returns to the HPMS landing page.

Module Navigation

Figure 7 illustrates the module navigation, which remains the same as the current HPMS home page.

Figure 7



Important Notice Banner

Figures 8 and 9 illustrate the important notice feature.

- An important notice will appear just below the module navigation bar (**Figure 8**).
- Users may select the up-caret icon to minimize the important notice (**Figure 9**).

Figure 8

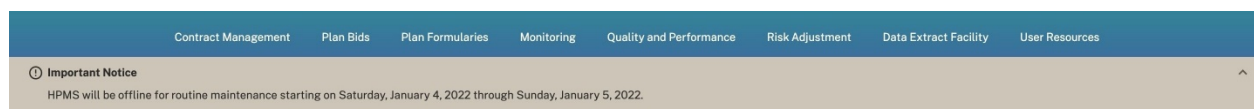
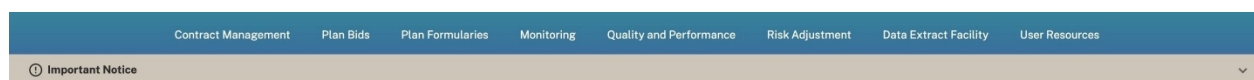


Figure 9

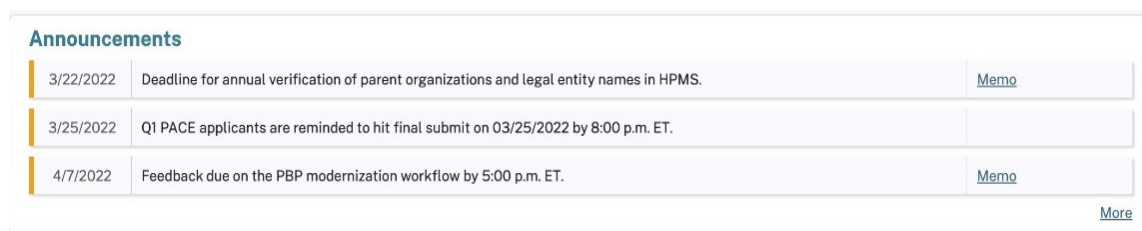


Announcements

Figure 10 presents the announcement section.

- This section will display up to 3 announcements.
- The display will show the announcements in ascending order by date.
- The “More” link navigates the user to the News and Announcements Archive module.

Figure 10



Recently Used Modules

Figure 11 shows the recently used modules feature, which has replaced “Favorites.”

- The 6 most recently accessed modules are available for selection.

Figure 11



Memos

Figure 12 illustrates the memo section.

- The latest 7 memos are displayed in descending order by date.
- The “More” link navigates the user to the News and Announcements Archive module.

Figure 12

| Memos | | |
|-----------|---|--------------------------------|
| 3/11/2022 | Completion of the Coverage Gap Discount Reconciliation for Benefit Year 2020 | Memo |
| 3/10/2022 | Health Plan Management System (HPMS) Plan Benefit Package (PBP) Technical Redesign | Memo |
| 3/9/2022 | Reminder: Upcoming Webinars for the Part D Senior Savings and the Value-Based Insurance Design Models | E-Mail Message |
| 3/7/2022 | Long-Term Institutionalized Resident Report | Memo |
| 3/4/2022 | Spring 2022 Updates to the Drug Data Processing System | Memo |
| 3/4/2022 | Updated Medicare Prescription Drug Coverage and Your Rights (CMS-10147) | Memo |
| 3/3/2022 | Preliminary Contract Year 2023 Part C Benefits Review and Evaluation | Memo |

Footer

Figure 13 presents the footer, which is comprised of user access and technical help resources and standard footer links (e.g., web policies and system requirements).

Figure 13



CMS appreciates your ongoing support as we continue to improve HPMS. Please direct questions regarding this memo to the HPMS Help Desk at either hpms@cms.hhs.gov or 1-800-220-2028.