



OFFICE OF THE ACTUARY

TO: Medicare Advantage & Prescription Drug Plan Sponsors and Certifying Actuaries

DATE: April 3, 2020

FROM: Jennifer Lazio, Director, Parts C & D Actuarial Group

SUBJECT: Actuarial User Group Calls

CMS Office of the Actuary will host a series of weekly actuarial user group calls beginning on Thursday April 16th. The purpose of these calls will be to provide further guidance on completing the Bid Pricing Tools and to respond to questions from actuaries who are preparing Contract Year (CY) 2021 bids.

The details of these calls are as follows:

- Every Thursday from April 16 through May 28, 2020
- 11:00AM - 12:00PM ET

There are two options to join the call as follows:

Option 1: To be able to ask questions during the live Q&A portion of the call, you MUST join the call as follows:

- Participant WebEx Link:
<https://letsmeet.webex.com/letsmeet/k2/j.php?MTID=t2f120cd42cf7223075765f66aba8a97f>
- Enter your name and email address
- Enter the session password, q7FC3cKVY8r
- Click “Join Now”
- Follow the instructions that appear on your screen to “Connect to Audio.” It is recommended to use the “Call Me” option.

Option 2: To participate in listen-only mode, you may join the call as follows:

- Participant Dial-In Number: 1-855-829-8848
- Meeting Number: 733 984 574
- You will not have to provide your name and email address
- You will not be able to ask live questions.

If possible, please dial-in ten minutes prior to the call to allow the call to begin on time.

Each weekly call will include a live Q&A session. Questions may also be e-mailed 48 hours in advance of each call to actuarial-bids@cms.hhs.gov. Responses to the questions in advance that are read on the call will be posted on the CMS website at: <http://www.cms.gov/Medicare/Health-Plans/MedicareAdvtgSpecRateStats/ActuarialBidQuestions.html>.