

MEDICARE DRUG & HEALTH PLAN CONTRACT ADMINISTRATION GROUP

DATE: May 26, 2022

TO: All Medicare Advantage Organizations Offering or Seeking to Offer Dual Eligible Special Needs Plans in Contract Year 2023

FROM: Kathryn A. Coleman
Director

SUBJECT: State Medicaid Agency Contracts Submission Requirements for Contract Year 2023

CMS informs all Medicare Advantage Organizations (MAO) seeking to offer a Dual Eligible Special Needs Plan (D-SNP) in contract year (CY) 2023 that they must complete the following activities in the Health Plan Management System (HPMS) by **Tuesday, July 5, 2022, at 8:00PM ET:**

- Complete necessary attestations;
- Upload SMACs; and
- Upload corresponding Matrix Upload Documents, including supporting documentation, such as state letters of good standing on official state letterhead that must accompany evergreen SMACs.

Please note that MAOs with multiple D-SNP plan benefit packages (PBPs) must upload a SMAC for each PBP and specify in the corresponding matrices the PBP to which each SMAC applies. MAOs must submit CY 2023 SMACs that meet all relevant requirements at 42 CFR 422.107(c) and (d) by the July 5th deadline.

The CY 2023 Matrix Upload Documents can be found in HPMS at the following path: HPMS Home Page > Contract Management > D-SNP Management > Submit CY2023 SMAC>Download Templates. Instructions on how to complete and submit SMAC submissions can be found in the SMAC Quick Reference Guide, located in HPMS at the following path: HPMS Home Page>Contract Management>D-SNP Management>Documentation>SMAC Quick Reference Guide. HPMS will generate a confirmation for each submission.

MAOs must click the “final submit” button by the deadline.

Questions related to HPMS should be directed to the HPMS help desk at hpms@cms.hhs.gov.

Questions related to SMACs, should be submitted to the DMAO portal at dmao.lmi.org. Please click the SNP tab or submit your email to: MMCO_DSNPOperations@cms.hhs.gov with the subject line: “D-SNP Integration Status”.