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# Medicare Part D

## Reminder to Notify CMS

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Employers sponsoring a group health plan are required to report information on the creditable status of the plan's prescription drug coverage to the Centers for Medicare and Medicaid Services (CMS). Employers must use CMS's online reporting system to provide this information at:

<https://www.cms.gov/Medicare/Prescription-Drug-Coverage/CreditableCoverage/CCDisclosureForm.html>.

As a reminder, notice must be provided by the following deadlines:

- Within 60 days after the **beginning** date of the plan year;
- Within 30 days after the **termination** of the prescription drug plan; and
- Within 30 days after any **change** in the creditable coverage status.

**An employer with a calendar-year plan (January 1 – December 31, 2016) must complete this reporting no later than February 29, 2016.**

You can find additional guidance on completing the form, including screen shots, at:

[https://www.cms.gov/CreditableCoverage/40\\_CCDisclosure.asp#TopOfPage](https://www.cms.gov/CreditableCoverage/40_CCDisclosure.asp#TopOfPage).

A Help Line is also available, should you experience technical issues or an error message when submitting the online disclosure form. The Help Line can be reached at (800) 633-4227.