

## HPMS E-Mail

**Date:** January 5, 2006

**Subject:** ACTION BY COB 1/6/2006 - HPMS Data Entry for Part D

As described in the January 4 memo from Cynthia Tudor, CMS has developed new HPMS functionality to collect information from Part D plans to assist pharmacists in completing pharmacy transactions. Your organization must complete this data entry in HPMS by close of business on Friday, January 6, 2006.

### 1) Two New HPMS Contacts --

CMS has added two new contract number-level contacts to the HPMS Contract Management Module: a) Pharmacy Technical Help Desk Contact, and b) Processor Contact. You should use the following navigation path to perform this data entry: HPMS Homepage > Contract Management > Contract Management > Select a Contract Number > Contact Information.

### 2) Collection of 3Rx Data --

CMS has added a new data entry function in HPMS to collect the following three data elements for each Part D plan offered by your contract number: RxBIN, RxPCN, and RxGRP. If your organization offers an employer-only PDP plan that covers multiple PDP regions, you must enter an RxBIN, RxPCN, and RxGRP combination for each PDP region covered by that plan. Please refer to the HPMS data entry page for some additional instructions about completing these fields, particularly the RxPCN element.

This functionality has been designed so that you have the option to enter only a subset of data, save the entered data, and then return to the page at a later time to either complete the entry or make updates to your data. For those organizations with many plans, we strongly encourage you to save your data entry at multiple points in the process. Please note that your organization is expected to update these data on an ongoing basis in HPMS. You should use the following navigation path to perform this data entry: HPMS Homepage > Plan Bids > 3Rx Data Collection.

If you require technical assistance, please contact the HPMS Help Desk at either 1-800-220-2028 or [hpms@nerdvana.fu.com](mailto:hpms@nerdvana.fu.com). Thank you.