

JUST IN...

ANOTHER DAY OF PBP AND HPMS TRAINING HAS BEEN ADDED!!!
CMS Annual Bidding Conference
(A Paperless Conference)

DATE: **April 11, 2006** – HPMS (Lecture); PBP Systems Computer Training Sessions
(Hands On)

LOCATION: **CMS Employee Development Center
7111 Security Boulevard Baltimore Maryland 21244**

NOTE: This session is in addition to the concurrent sessions being held on April 5 & 6. It has been added in response to the overwhelming demand for the training and the limited training slots. Please adhere to the 2 person limit per plan (Parent Organization not contract number). Our contractors will continue to maintain a waiting list. Once all interested participants (who were unable to reserve a slot during the April 5 and 6 sessions) have been accommodated, we will consider admitting registrants (without regard to the 2 person per plan limit) on a first come, first served basis.

Registration Website "LIVE" at: <http://CMSBiddingConference.lmi.org>

HPMS/PBP Track

Date: April 11, 2006

Time: Participants should arrive at least 15 minutes before the scheduled start time (see schedule below) for their class in order to clear the security check point. Registered participants will be allowed into the building only during the time block reserved for their class. Due to security policies, **no conference participants will be allowed to enter the EDC building if they have not registered through the conference website.**

Registration: Participants will register for specific sessions on the registration website according to the following schedule:

Beginner PBP

9:00 a.m. to 11:30 a.m.

Or

12:30 p.m. to 3:00 p.m.

Or

3:30 p.m. to 6:00 p.m.

Experienced PBP

9:00 a.m. to 11:00 a.m.

Or

12:30 p.m. to 2:30 p.m.

Or

3:00 p.m. to 5:00 p.m.

HPMS 101

8:30 a.m. to 10:00 a.m.

Or

10:30 a.m. to 12:00 noon

Or

1:00 p.m. to 2:30 p.m.

Or

3:00 p.m. to 4:30 p.m.

NOTE: There are three sessions per day for the Beginners PBP and Experienced PBP hands-on classes. There are four sessions per day for the HPMS 101 class (lecture). An individual desiring to enroll in a hands-on session can select only one session. If you attended the PBP 101 class at last year's conference, you should not register for the Beginners class this year.

COMMENT: If you attended this training last year, you may decide that it is not necessary to repeat it this year. All updated materials can be found on the CMS website after March

28, 2006 (go to the Meetings & Conferences page and click on the Bidding Conference link http://www.cms.hhs.gov/MedicareAdvPartDTrain/03_MeetingsConferences.asp).

Audience: This track is intended for anyone who enters information into HPMS or uses the PBP software. Due to space constraints, we are limiting registration for the PBP sessions to **no more than 2 participants from each plan**.

Location: CMS Employee Development Center
7111 Security Boulevard, 3rd Floor, Baltimore, Maryland 21244

Description: ***PBP for Beginners***

This hands-on class is designed for beginning users of the PBP software, including changes and enhancements made for CY 2007, from both MA and PDP organizations. This class will cover all parts of the PBP software. However, the agenda will be structured so that the class covers the Rx section of the PBP software first. This will allow PDP-only users who are only interested in the Part D screens to leave before the MA portion of the class begins. Users who are familiar with the PBP software should attend *PBP for Experienced Users* instead. If you are taking *PBP for Experienced Users*, then you should **NOT** take this class. They are mutually exclusive.

PBP for Experienced Users

This hands-on class is designed for users from both MA and PDP organizations who have some experience with the PBP software. This class will focus on changes and enhancements made to the PBP software for the CY 2007 season. The agenda will be structured so that the class covers the Rx section of the PBP software first. This will allow PDP-only users who are only interested in the Part D screens to leave before the MA portion of the class begins. If you are taking *PBP for Beginners*, then you should **NOT** take this class. They are mutually exclusive.

HPMS 101

This lecture class is designed for HPMS users who are interested in the formulary and bid submission processes. This class will provide an overview of these processes as well as highlight changes and enhancements for the CY 2007 season.