



**CENTERS FOR MEDICARE & MEDICAID SERVICES**

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**DATE:** February 24, 2023

**TO:** All Current and Prospective Medicare Advantage, Prescription Drug Plan, Section 1876 Cost, PACE, and Demonstration Organizations and Bid Consultants

**FROM:** Amy Larrick Chavez-Valdez, Director  
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**SUBJECT:** New Plan Benefit Package (PBP) Sandbox Region

On Friday, March 3, 2023, CMS will remove plan and bid consultant access to the existing Plan Benefit Package - Test module in order to prepare for the production launch of the CY 2024 PBP module.

However, CMS is establishing a new PBP sandbox region dedicated to provide continuous access to a non-production version of the Contract Year (CY) 2024 PBP module. Launching by **March 6, 2023**, the new PBP sandbox module will:

- Provide access to the same functionality as the current PBP test module (i.e., read-only access to the CY 2023 PBP data, edit access to the CY 2024 PBP data, copy features, and reports);
- Ensure the segregation of all sandbox activity and data from the production module; and
- Support ongoing PBP API testing via a new and distinct URL.

Please note that CMS will migrate your 2024 data entry from the current PBP test module to the new PBP sandbox region.

The PBP Sandbox module will be available under the User Resources menu. Plan and bid consultant users must submit a request to obtain access. There will be three access types available by request:

<b>Access Type Name</b>	<b>Description</b>
<b>PBP Sandbox Data Entry</b>	Allows designated plan and bid consultant users to perform data entry in the PBP Sandbox module for their assigned contract numbers.
<b>PBP Sandbox View-Only</b>	Provides designated plan and bid consultant users with read-only access to the PBP Sandbox module for their assigned contract numbers.

Access Type Name	Description
<b>PBP Sandbox Reports</b>	Provides designated plan and bid consultant users with access to the PBP Sandbox module reports for their assigned contract numbers.

While individuals may begin to submit requests for access, CMS will update the user accounts after the module is available in production.

To obtain module access as a direct plan employee:

- The plan organization must send an email to the [hpms\\_access@cms.hhs.gov](mailto:hpms_access@cms.hhs.gov) mailbox requesting the assignment of one or more of the PBP sandbox access types described above. This email must include the user name(s), CMS user ID(s), organization name, and contract number(s) for which this access is needed.

To obtain module access as a bid consultant:

- The sponsoring plan organization must follow the routine instructions for establishing a bid consultant user in HPMS, as outlined in the HPMS memo sent on February 17, 2023 entitled “Instructions for Requesting Consultant Access to the Health Plan Management System (HPMS).”
- If the bid consultant user needs the ability to access the new PBP Sandbox module, the sponsoring plan organization must clearly request the assignment of one or more of the PBP sandbox access types in the official letter.

**PBP API Testing**

All plan organizations and consultants must use the HPMS API Key Management module to request, generate, and manage HPMS API keys.

To perform PBP API testing against the sandbox region, plan and bid consultant users must submit API key requests for the new PBP sandbox API scopes. These scopes will be available for selection on **March 3, 2023**.

Users should refer to the PBP CY 2024 API Documentation link in the Documentation section of the HPMS landing page at <https://hpms.cms.gov> for technical guidance on accessing the new PBP sandbox API.

For API technical support, please contact [hpmstechsupport@soframs.com](mailto:hpmstechsupport@soframs.com).

Please direct all other questions to the HPMS Help Desk at either [hpms@cms.hhs.gov](mailto:hpms@cms.hhs.gov) or 1-800-220-2028.