

Required Annual Electronic Disclosures Notice to the Centers for Medicare and Medicaid Services



CREDITABLE COVERAGE DISCLOSURE NOTICE TO CMS – Group health plans that provide prescription drug coverage to Medicare Part D eligible individuals **must file a Disclosure Notice to the Centers for Medicare and Medicaid Services (CMS) on an annual basis, and upon any change that affects whether the prescription drug coverage under its Plan is creditable or non- creditable.** CMS requires *electronic transmission* of the required annual disclosure notice and indicates that this is the sole method for compliance with this requirement.

The annual disclosure notice is due to CMS within 60 days after the beginning of the plan year for which the health plan is providing the disclosure. For example, if your plan year is January 1 - December 31, 2024, the disclosure notice is due to CMS by approximately March 1, 2024.

An overview of the regulatory requirements, instructions for completing the electronic disclosure form, and the date by which the filing is due each year are located on the CMS Web site.

- Go to: <https://www.cms.gov/Medicare/Prescription-Drug-Coverage/CreditableCoverage>
- On the left side menu, click on “Disclosure to CMS Guidance and Instructions.” Complete instructions are provided, including screen shots of the disclosure form.
- To access the disclosure form and submit your disclosure, click on “Disclosure to CMS Form” on the left side menu.

If you have questions, please contact your Account Manager at MedCost Benefit Services.