



DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of Consumer Information and
Insurance Oversight

200 Independence Avenue, SW
Washington, DC 20201

DATE: September 2, 2010

TO: Issuers of Health Insurance Who Have Not Registered with CMP

FROM: Teresa DeCaro
Web Portal Team Lead, Office of Consumer Support

SUBJECT: Warning -- Register with CMP, Enter Plan Level Information by September 3rd

This Friday, September 3, 2010, is the deadline for issuers of major medical health insurance in the individual market to report plan-level benefits and pricing information to the CMP. **We do not show that you have logged in to CMP as of 09/01/2010.** Issuers must register with CMP and enter plan-level data by Friday, September 3 in order to be compliant with the web portal regulation issued in May, 2010, and to have their individual insurance market plans included on the October 1 web portal release.

Issuers are required to report pricing and benefits information for health insurance plans in this market that meet the 1 percent enrollment test by September 3. Issuers are not required to report small business insurance at the plan level (only at the product level in HIOS).

Your organization should immediately reply to this email without changing the SUBJECT line, providing an explanation of how your organization will come in compliance with the web portal data collection requirements.

How to Enter Plan-Level Data: All plan-level data is entered through the CMP (<https://cmp.healthcare.gov/cmp>). It is recommended that the issuer designate one data collection contact person to access CMP and coordinate the data collection internally.

Data collection contact person will complete the registration process and log onto CMP with a user ID and password. Go to <https://cmp.healthcare.gov/cmp> and click on the registration link.

If you need technical assistance regarding the portal plan submissions for your organization, please contact the CMP Help Desk at 1-877-425-3708 or cmp-support@ehealth.com.

For technical assistance regarding HIOS, please contact the HIOS Help Desk at either 1-877-343-6507 or insuranceoversight@hhs.gov.