



Medical Mutual
2060 East Ninth Street
Cleveland, OH 44115-1355
MedMutual.com

October 2021

Dear Group Official,

To help Medicare-eligible participants decide whether or not to sign up for Part D coverage, group health plan sponsors are required by the federal government to send Medicare Part D (prescription drug) “creditable coverage” notices to their Medicare-eligible employees and dependents at various times during each year.

The notices are important because Medicare-eligible participants who are enrolled in a non-creditable prescription drug plan (i.e., a plan that is *not* expected to pay out as much as standard Medicare prescription drug coverage pays), but do not sign up for Medicare Part D, are subject to penalties under rules set forth by the Centers for Medicare and Medicaid Services (CMS) if they sign up at a later date.

As a courtesy, we sent your Medicare-eligible plan participants (employees and dependents) their annual notice based on the coverage they had as of August 18, 2021, which they should have received before the CMS deadline of October 15, 2021. Please note: We determined the Medicare eligibility of your plan participants based on information in our system—participants who either will be age 65 or older at any time during 2022, or who are under age 65 but otherwise qualify for Medicare due to disability. If you know of other individuals covered by your plan who are eligible for Medicare but you have not communicated this information to us, it is your responsibility to notify those participants.

It is also your responsibility to file a disclosure with CMS on its website to verify the annual notice distribution. Please visit the CMS website for the disclosure form and instructions (cms.gov/Medicare/Prescription-Drug-Coverage/CreditableCoverage/index.html). We are unable to complete this step for you.

We also want you to be aware there are other times throughout the year when you are required to distribute a similar notice to your Medicare-eligible participants, including when employees and dependents are newly eligible for Medicare. We are unable to provide these notices for you. Notices must be provided on four different occasions besides the annual notice:

- Before an individual’s initial enrollment period (IEP) for Part D. (The timing of the IEP varies according to several factors.)
- Before the effective date of coverage for any Part D-eligible individual who enrolls in your prescription drug coverage. (The timing of the effective date of coverage varies for each individual.)
- Whenever you as an employer no longer offer prescription drug coverage or change it so that it either is no longer creditable or it becomes creditable. (The timing of a change in coverage generally varies according to an employer’s actions.)
- Upon request by the Part D-eligible individual.

If you have any questions about the creditable coverage notice or your responsibility to provide it to your Medicare-eligible participants and dependents, please contact your Medical Mutual representative or your broker.

Thank you,

Kathryn Canaday, PharmD
Vice President, Pharmacy Management