

INACTIVE - ALL ITEMS SUPERSEDED

Request for Records Disposition Authority

Records Schedule Number DAA-0440-2012-0003
Schedule Status Modified Approved Version

Agency or Establishment Centers for Medicare and Medicaid Services
Record Group / Scheduling Group Records of the Centers for Medicare and Medicaid Services
Records Schedule applies to Agency-wide
Schedule Subject Enrollment Certifications
Internal agency concurrences will be provided Yes

Background Information Medicare Health Plan Organizations (MHPOs) encompass any federally-qualified Medicare-contracting organization, which may provide a network of health providers and/or pharmacies and related services, under Titles XIII of the Public Health Service Act and XVIII of the Social Security Act Parts C and D as well as similarly constituted health plan organizations meeting future program expansion. This currently includes, but is not limited to, Medicare Advantage (MA) Plans (formerly known as HMOs), Medicare Advantage – Prescription Drug (MA-PD) Plans, Prescription Drug (PDP) Plans, Programs of All-Inclusive Care for the Elderly (PACE), Health Care Prepayment Plans (HCPP) and Cost-based Plans. Additional language is being added to the item description, and the retention requirements increased to 10 years. (Supersedes Disposition Authority: N1-440-01-6, Item 1f)

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Request for Records Disposition Authority

Records Schedule: DAA-0440-2012-0003

Outline of Records Schedule Items for DAA-0440-2012-0003

Sequence Number

1

Enrollment Certifications - Recordkeeping Copy Disposition Authority Number: DAA-0440-2012-0003-0003

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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
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Records Schedule: DAA-0440-2012-0003

Records Schedule Items

Sequence Number	
1	<p>Enrollment Certifications - Recordkeeping Copy</p> <p>Disposition Authority Number DAA-0440-2012-0003-0003</p> <p>This file consists of, but is not limited to, the certification form submitted by plans certifying that monthly enrollment and payment data is correct. These records are maintained by the CMS contractor(s). Copies are also submitted to CMS via upload (input) into the Health Plan Management System (HPMS); these inputs are included as part of the Medicare Advantage and Rx Plan Operations (MARPO) family, job N1-440-09-04, and will be covered by the GRS.</p> <p>Final Disposition Temporary</p> <p>Item Status Inactive</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? No</p> <p>GRS or Superseded Authority Citation N1-440-01-006/1/f</p> <p>Inactive Status Explanation This item is inactive because it was superseded by New Disposition Authority Number: DAA-0440-2015-0006-0001</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off at the end of the year in which certification is submitted.</p> <p>Retention Period Destroy 10 year(s) after cutoff.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
02/23/2012	Certify	Victoria Robey	Records Officer	Office of Strategic Operations and Regulatory Affairs - Issuances and Records Management Group
03/13/2012	Submit for Concurrence	Sean Curry	Senior Records Analyst	National Archives and Records Administration - Agency Services
03/13/2012	Concur	Margaret Hawkins	Appraiser	National Records Management Program - Records Management Services
03/14/2012	Concur	Laurence Brewer	for	National Archives and Records Administration - Records Management Services
03/19/2012	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist

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