



Aldrich Benefits LP  
5665 SW Meadows Road, #200  
Lake Oswego, Oregon 97035

April 2023

To: Employers Participating In MBA Health Insurance Plans

Re: Medicare Part D CMS Annual Report

The Centers for Medicare and Medicaid Services (CMS) advise employers with Medicare participants to annually file a report that indicates whether the prescription drug plans are "Creditable" or "Non-Creditable". While the MBA cannot provide you with legal advice, the general rule of thumb is that an employer would file this form if they either have Medicare participants or cannot verify if any participants are covered by Medicare due to age or disability. As of 4/1/22, all MBA health plans, **except for the Providence 3500 H.S.A. and 6650 H.S.A.,** meet the definition of "Creditable" for the purpose of this report.

For covered employers, the report must be filed within 60 days from our renewal date of 4/1/23. **The deadline to file the report for MBA participants is 5/31/23.** For covered employers, this form must be completed and submitted electronically to CMS; there is no other way to submit the report. The employer must file the report. Unfortunately, MBA and Aldrich Benefits, cannot file this report for you. The report is short and simple and will take only a few minutes to complete.

To submit your report, go to:

<https://www.cms.gov/Medicare/Prescription-Drug-coverage/CreditableCoverage/CCDisclosureForm.html>

Follow steps below.

- 1) Name of Entity is your law firm (not Multnomah Bar Association)
- 2) Use your firm's Tax ID number
- 3) Enter your street address and phone number
- 4) Under Coverage Type, select "GROUP HEALTH PLAN Employer Sponsored Plan"
- 5) Check the box "There are some Creditable and Non-Creditable Offered"
- 6) Plan year beginning date 4/1/2022
- 7) Plan year ending date 3/31/2023
- 8) How many Options under the Plan are Creditable - 13
- 9) Number of individuals who are Medicare eligible to be covered under Creditable plans
- 10) Number of Medicare eligible individuals covered under an employer group retiree plan
- 11) How many Options offered under this Plan are Not Creditable 2
- 12) Total number of Medicare eligible individuals covered under this option
- 13) Number of Medicare eligible individuals covered under an employer group retiree plan
- 14) Date of Annual Creditable Coverage Notice 10/1/22
- 15) Has the status of the plans changed No
- 16) Name of the individual authorized to complete the report
- 17) Date completed
- 18) Review and submit

If you have any questions about this report, please call our office at 503-716-9334.  
Aldrich Benefits, MBA Group Insurance Plan and Trust Administrator