



DEPARTMENT OF HEALTH & HUMAN SERVICES
Centers for Medicare & Medicaid Services
7500 Security Blvd.
Baltimore, Maryland 21244
HEALTH PLAN BENEFITS GROUP

NOTE TO: Medicare Managed Care Contractors

FROM: Jean LeMasurier
Acting Director

RE: Contract Year 2004 Call Letter Teleconference

Date: June 18, 2003

The Centers for Medicare & Medicaid Services (CMS) released the Contract Year 2004 Call Letter to Medicare managed care organizations on Friday, June 6, 2003. Pursuant to the release of this letter, CMS will conduct a Contract Year 2004 Call Letter teleconference with industry on July 2, 2003 from 12pm to 2pm Eastern Standard Time. The purpose of this teleconference is to address issues or questions that industry officials may have about the call letter. The appropriate content experts from CMS will attend the call and answer questions. The teleconference number is **1-888-398-1687**. The passcode for the call is "Industry." Cynthia Moreno is the leader of the call. The operator will provide call participants with instructions on how to participate in the call.

The call will be organized so that your organizations can ask questions about the Call Letter in the order each section appears in the June 6th document. Thus, questions about the calendars will start the call, followed by Statutory and Regulatory Information, Administrative Changes and Updates, Renewal Process for 2004, M+CO Non-Renewal Process for 2004, and Medicare Cost Plan Non-Renewal Process for 2004.

Please note that there will be a 24-hour playback feature available for individuals who cannot attend the July 2, 2003 call. The number for the playback, which will be available one hour after the call through 11:59 PM ET, July 3, 2003, is 1-800-348-3532.

CMS looks forward to your participation on this call and appreciates your continued participation in the Medicare managed care program. If you have any questions concerning either the call letter or the teleconference call, please contact Darin Wipperman at 410-786-7172.