

CAUTION

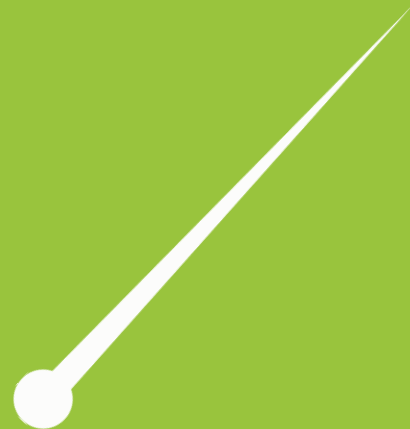
You may fall in love
with compliance after
getting to know our...

 Compliance
Dashboard®

Before we start, we just
wanted to tell you that


**WE MAKE COMPLIANCE
COOL 😎...JUST SAYIN'.**

No really. We do!



So what on earth is ComplianceDashboard?

WELL, IT'S AN OPPORTUNITY...



To finally enjoy ***peace of mind.***
(Only if you need some!)

To ***avoid very real & costly fines.***
(Um...yeah! Ain't nobody got time for that!)

To, at long last, ***understand & comply*** with
these *(insert favorite frustration word here)*
ever-changing regulations.

IN SHORT?

It will make your compliance life simpler...**so you'll have time for others things.**  

So how do we do it?

Simple! By...

- **Reminding you** when compliance tasks need to be reviewed.
- Giving **crystal-clear guidance** on what tasks need to be completed and how to do them.
- Providing compliance **tracking and documentation**.

Now this is cool!

MEDICARE PART D

Take Action!



WHAT YOU NEED TO KNOW

- Employers that provide drug coverage to Medicare Part D eligible individuals must determine whether its drug coverage is at least as good (creditable) as the [standard health benefit](#) under Medicare Part D.
 - The determination must be certified by an actuary unless the employer qualifies for the [simplified determination](#) of creditable coverage.
- A [notice](#) of this determination must be provided to all Medicare eligible individuals.①



WHAT YOU NEED TO DO

- 1 Determine whether the drug coverage provided under your plan is [creditable](#).
- 2 Provide a [notice](#) (using the [model notice](#) or a customized notice) of this determination to Medicare eligible individuals **by October 15th of each year**, and as otherwise required.①
- 3 Don't forget that Medicare eligible individuals may include spouses, dependents, COBRA qualified beneficiaries, retirees, and others who are eligible for the plan.
 - To ensure no one is missed, many employers simply provide the notice to **all** eligible employees and retirees.

CMS DISCLOSURE

You must also disclose this determination to CMS **within 60 days** of the end of the plan year. You will receive a separate [reminder](#) prior to this due date.



WHEN IS IT DUE?

- The notice must be provided:
 - Annually by October 15th of each year;
 - When a Medicare eligible individual joins the plan;
 - If the drug benefits change from creditable to non-creditable (or vice versa); and
 - Upon request



WHY COMPLY?

- Individuals who do not receive timely and accurate notification of the plan's creditable coverage status may incur a late enrollment penalty when applying for Medicare Part D.

SYSTEMS/MANDATES

Status

✓ **DOCUMENTED**

11/13/2019
Sent to employees via email on 09/15

Edit Undo

Document Manager

Systems/Mandates
Annual

+ Add Company Files

Sample Documents

Medicare Creditable Coverage Notice.doc
Distribution Requirement:
Send to participants annually before October 15th or if creditable or non-creditable coverage status changes. See the Notice Distribution Requirements in the Medicare Part D compliance activity for more information. [Spanish Version](#)

Medicare Non-Creditable Coverage Notice.doc
Distribution Requirement:
Send to participants annually before October 15th or if creditable or non-creditable coverage status changes. See the Notice Distribution Requirements in the Medicare Part D compliance activity for more information. [Spanish Version](#)

OK. So, how will you be reminded about reviewing and documenting ever-changing, kinda boring, and mostly dreaded compliance **tasks?**

Via simple easy-to-understand emails.

Like this one!



MEDICARE PART D

It's time to document a Health & Wellness task!

What it is:

Medicare Part D: Plans that provide drug coverage to Medicare part D eligible individuals must distribute an annual notice that tells these individuals whether the drug coverage under their plan is creditable.

When it's due:

This notice must be provided: (i) annually by October 15th of each year; (ii) when a Medicare eligible individual joins the plan; (iii) if the drug benefits change from creditable to non-creditable (or vice versa); and (iv) upon request.

What you need to do:

TAKE ACTION!

- 1 Determine whether the drug coverage provided under your plan is creditable.
- 2 Provide a notice of this determination to Medicare eligible individuals at the required times (as indicated above) to all eligible employees and retirees..

Why you should comply:

Individuals who do not receive timely and accurate notification of the plan's creditable coverage status may incur a late enrollment penalty when applying for Medicare Part D.

Need more info?

View Task

Already done?

Document Task

Celebrate! All your compliance tasks will get assigned to ONLY 2 categories:

Check It!

After one email alert, the task status will show as **Notified**.

If you add notes, it will show as **Documented**.

Take Action!

These have specific deadlines and **must** be documented.

If these tasks go **Past Due**, you will receive additional email reminders.



HIPAA Security

Take Action!



Medicare Coordination of Benefits

Check It!



Nondiscrimination Testing

Take Action!



Past Due



Notified



Documented

Which User Are You? Choose You!



TAKES ACTION!

BENEFIT ADMINISTRATOR USER

- Receives email alerts from the Dashboard
- Documents compliance tasks



DOES IT ALL!

BLENDED USER

- Receives email alerts from the Dashboard
- Documents tasks
- Oversees team's compliance efforts
- Runs reports, manages users & delegates tasks



SUPERVISES!

HR MANAGER USER

- Does NOT receive email alerts
- Does NOT document compliance tasks
- Oversees team's compliance efforts
- Runs reports, manages users & delegates tasks



GEEKS OUT!

RESEARCH ONLY USER

- Does NOT receive email alerts
- Does NOT document compliance tasks
- Uses the Dashboard for compliance research

Bonus! A few tools for **Blended** or **HR Manager Users** only.



HOME



MY ACCOUNT



ADMIN



FAQ



LOG OUT

ADMINISTRATION TOOLS

The ADMIN menu allows you to manage user information and functionality, as well as download task reports.



Compliance
Toolbox



Download
Task
Report



Manage
Users



Manage
Tasks

Told Ya We'd Make It Simpler!

Maybe not as cool as we thought...but definitely simpler!



Compliance
Dashboard®

Another Capstone division making things simpler™

Have more questions? Check out the FAQs on your Dashboard!