

DEPARTMENT OF HEALTH & HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
Center for Drug and Health Plan Choice  
7500 Security Boulevard, Mail Stop C4-22-04  
Baltimore, Maryland 21244-1850



**MEDICARE DRUG AND HEALTH PLAN CONTRACT ADMINISTRATION GROUP (MCAG)**

**DATE:** October 1, 2010

**TO:** PACE Organizations  
State Approving Agencies  
CMS Central Office and Regional Office PACE Team  
National PACE Association

**FROM:** Danielle R. Moon, J.D., M.P.A.  
Director, Medicare Drug & Health Plan Contract Administration Group

**SUBJECT:** Implementation of PACE Level Two Reporting Guidance

The purpose of this memorandum is to advise you that the PACE Level Two Reporting Guidance document is being released today, but will not be effective until January 4, 2011. A copy of the Guidance is attached. We expect that this advance notice will afford PACE Organizations the opportunity to review the document with their staff, revise their standard operating procedures as needed, and contact CMS should they have questions or require technical assistance. PACE Organizations should continue to use the current Sentinel Event reporting guidelines until January 4, 2011.

We appreciate all of the time, effort, and diligence from members of the External Reporting Workgroup. We also appreciate the helpful feedback from the National PACE Association and PACE Organizations.

Please direct any questions or concerns to Dr. Marsha Davenport, Acting Director of the Division of Medicare Advantage Operations at [marsha.davenport@cms.hhs.gov](mailto:marsha.davenport@cms.hhs.gov).