

DEPARTMENT OF HEALTH & HUMAN  
SERVICES  
Centers for Medicare & Medicaid Services  
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Baltimore, Maryland 21244-1850



**CENTER FOR MEDICARE**

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**DATE:** December 3, 2024

**TO:** Pharmaceutical Manufacturers and All Organizations offering Part D

**FROM:** Jennifer R. Shapiro, Director, Medicare Plan Payment Group

**SUBJECT:** New Third Party Administrator Manufacturer Payment Portal

The Centers for Medicare & Medicaid Services (CMS) is pleased to announce the new Third Party Administrator (TPA) Manufacturer Payment Portal (MPP). The MPP will replace the current Coverage Gap Discount Program (CGDP) Portal and handle invoice distribution, report retrieval, and payments for manufacturers and sponsors across several Medicare programs. Program modules will be phased in beginning with the Discarded Drug Program on December 16, 2024. The MPP login link will be accessible on the updated TPA public website ([tpadministrator.com](https://tpadministrator.com)).

The MPP will house four modules, one for each program noted below, that will be released between December 2024 and July 2025.

Program housed in MPP	Program module live in MPP
Discarded Drug Program (DDP)	December 2024
Coverage Gap Discount Program (CGDP)	January 2025
Manufacturer Discount Program (MDP)	April 2025
Medicare Prescription Drug Inflation Rebate Program (Inflation Rebates)	July 2025

**More specific dates for each module release will be provided in future communications.**

The TPA will continue to utilize points of contact captured within the Health Plan Management System (HPMS) to establish role assignments for each program housed within the MPP. Access to MPP is only granted to the appropriate roles listed below, as identified in HPMS.

**Manufacturers and Part D sponsors should ensure that the contact information identified in the table below is current in [HPMS](#).** This data will be used to send onboarding materials to the appropriate individuals. For specific instructions regarding how to verify and update contact information in HPMS, please reference:

- **For Manufacturers:** *HPMS Quick Reference Guide: Drug Manufacturer Contract Management Module*. To access the Quick Reference Guide please log into HPMS, select ‘Drug Manufacturer Contract Management’ under the ‘Drug Manufacturers’ tab, select

the ‘Documentation’ link on the left side navigation and choose *Drug Manufacturer Management User Manual*.

- **For Part D Sponsors:** *Health Plan Management System (HPMS) Basic Contract Management User Manual*. To access the User Manual please log into HPMS, select ‘Basic Contract Management’ under the ‘Contract Management’ tab, select the ‘Documentation’ link on the left side navigation and choose *Basic Contract Management User Manual*.

Manufacturers and Part D sponsors must follow the verification steps listed no later than the dates in the following table.

Program housed in MPP	HPMS contact verification
Discarded Drug Program (DDP)	<p><u>Manufacturers</u> should verify by December 5, 2024:</p> <ul style="list-style-type: none"> <li>• Program Type: Indicate if an existing P Number for Part D is affiliated with a manufacturer of drug(s) covered under Part B.</li> <li>• Primary Contact for the Discarded Drug Refund Program: This contact will view Refund Reports and pay refund amounts due.</li> </ul>
Coverage Gap Discount Program (CGDP)	<p><u>Part D Sponsors</u> should verify contacts are accurate by January 4, 2025, for:</p> <ul style="list-style-type: none"> <li>• Discount Program Payment Contact</li> <li>• Third Party Administrator (TPA) Liaison</li> </ul> <p><u>Manufacturers</u> should confirm contacts are accurate by January 4, 2025, for:</p> <ul style="list-style-type: none"> <li>• Payment Contact</li> <li>• TPA Liaison Contact</li> </ul>
Manufacturer Discount Program (MDP)	<p><u>Part D Sponsors</u> should verify contacts are accurate by January 4, 2025, for:</p> <ul style="list-style-type: none"> <li>• Discount Program Payment Contact</li> <li>• Third Party Administrator (TPA) Liaison</li> </ul> <p><u>Manufacturers</u> should confirm contacts are accurate by January 4, 2025, for:</p> <ul style="list-style-type: none"> <li>• Payment Contact</li> <li>• TPA Liaison Contact</li> </ul>

Program housed in MPP	HPMS contact verification
Medicare Prescription Drug Inflation Rebate Program (Inflation Rebates)	<p data-bbox="568 237 1412 300"><u>Manufacturers</u> must enter P number-level contacts by January 15, 2025:</p> <p data-bbox="568 342 1412 489">Primary Inflation Rebate Administrator Contact: Individuals listed as Inflation Rebate Administrator Contacts will be able to view all invoices, view reports, modify banking information, and initiate payments</p> <ul data-bbox="617 489 1412 751" style="list-style-type: none"> <li data-bbox="617 489 1412 636">• Primary Inflation Rebate Payment Initiator Contact: Individuals listed as Inflation Rebate Payment Initiators will be able to view all invoices, view reports, and initiate payments</li> <li data-bbox="617 636 1412 751">• Primary Inflation Rebate Reports Contact: Individuals listed as Inflation Rebate Reports Contacts will be able to view all invoices and reports</li> </ul> <p data-bbox="568 783 1412 856"><u>Manufacturers</u> have the <i>option</i> to also enter the following P number-level contacts by January 15, 2025:</p> <ul data-bbox="617 856 1412 1192" style="list-style-type: none"> <li data-bbox="617 856 1412 972">• Secondary Inflation Rebate Administrator Contact: This user has the same permissions as the Primary Inflation Rebate Administrator Contact</li> <li data-bbox="617 972 1412 1087">• Secondary Inflation Rebate Payment Initiator Contact: This user has the same permissions as the Primary Inflation Rebate Payment Initiator Contact</li> <li data-bbox="617 1087 1412 1192">• Secondary Inflation Rebate Reports Contact: This user has the same permissions as the Primary Inflation Rebate Reports Contact</li> </ul> <p data-bbox="568 1245 1412 1392">Manufacturers will have the option to enter these contacts for one or more labeler codes under their P Number if they want to limit end user access to Inflation Rebate data and invoices at the associated individual labeler code level.</p>

If you have questions regarding HPMS, please contact [HPMS@cms.hhs.gov](mailto:HPMS@cms.hhs.gov).

If you have questions regarding MPP, please contact [tpaoperations@tpadministrator.com](mailto:tpaoperations@tpadministrator.com).

If you have questions regarding the Discarded Drug Refund Program, please contact [DiscardedDrugs@cms.hhs.gov](mailto:DiscardedDrugs@cms.hhs.gov).

If you have questions regarding the Coverage Gap Discount Program or the Manufacturer Discount Program, please contact [PartDManufacturerDiscountProgram@cms.hhs.gov](mailto:PartDManufacturerDiscountProgram@cms.hhs.gov).

If you have questions regarding the Medicare Prescription Drug Inflation Rebate Program Manufacturer Onboarding, please contact [IRARebateandNegotiation@cms.hhs.gov](mailto:IRARebateandNegotiation@cms.hhs.gov).