

Medicare Shared Savings Program (Shared Savings Program) Accountable Care Organizations (ACOs) ACO Information Card

Instructions for Use:

Please find below information regarding the use of ACO cards. Note that there is not flexibility around the letter template or card text. If you have any questions or concerns, please contact the Shared Savings Program at SharedSavingsProgram@cms.hhs.gov for assistance. Keep in mind that this card is a template material and cannot be modified.

General Information

You may begin sharing ACO cards with your Shared Savings Program ACO assigned beneficiaries at this time. Use of the ACO cards is optional, and not required for participation in the Shared Savings Program.

Approval

All ACOs will be expected to follow the ACO card templates and the instruction letter templates verbatim.

ACOs must submit information cards through the HPMS ACO Marketing Module for CMS review and approval. The submitted file should represent in its complete state the size, shape, and background of the card ACOs will use.

When submitting your ACO card for approval, please include a description of how you intend to provide your card to beneficiaries, including the total number of beneficiaries who will be receiving an ACO card.

Size and Shape

We expect that any cards that ACOs choose to produce will be produced in a size conducive to easy transport in a wallet, purse, or similar possession.

Font Size/Style

We will not mandate the use of any font or font size on ACO cards, recognizing that actual size of the wording varies based on the font. However, we expect that any ACO cards should have print that can be easily read by a Medicare beneficiary.

Letter

Cards must be provided to beneficiaries with the accompanying letter. This letter can be provided by mail or in person.

Questions?

Please contact [the Shared Savings Program at SharedSavingsProgram@cms.hhs.gov](mailto:SharedSavingsProgram@cms.hhs.gov) with any questions.