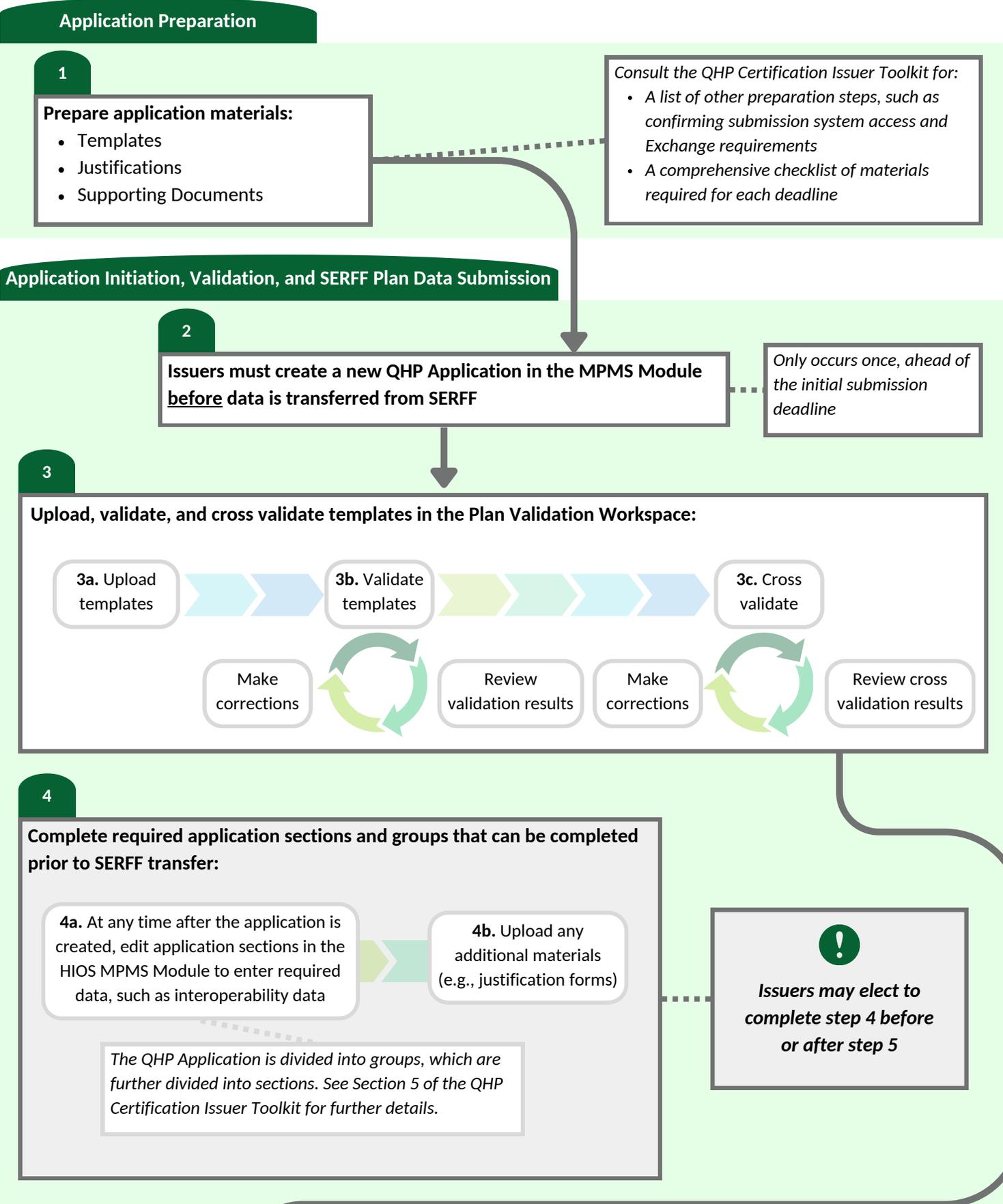


# QHP Application Roadmap

(Issuers in States Performing Plan Management Functions and SBE-FP States)

This roadmap serves as a guide for the steps required to complete your QHP Application. Please note, issuers may have to return to earlier steps if errors are encountered or corrections are required.



5

**Submit application data to your state via SERFF:**

**5a.** Upload materials to the applicable SERFF binders

**5b.** Pass validations in SERFF Validate & Transform

**5c.** Submit binders to your state

States transfer issuers' binders from SERFF to the HIOS MPMS Module; issuers receive email notification when their plan data is successfully transferred.

6

**Complete remaining required application sections and groups following SERFF transfer:**

**6a.** Edit remaining incomplete application sections in the HIOS MPMS Module to enter required data, such as ECP, plan ID crosswalk, and the Transparency in Coverage URL

**6b.** Upload any additional materials (e.g., justification forms)

**Application Submission in MPMS Module**

7

**Issuer submits application to CMS in the MPMS Module:**

**7a.** Submit all required application groups by clicking "Submit Group"

**7b.** If applicable, address cross validation results

**7c.** Confirm application submission status

Required application groups should be in a status of "Submitted - Under Review," "Corrections Required," or "No Action Required."



Issuers are encouraged to cross validate their application data in the Plan Validation Workspace **before** attempting to submit their application, in order to identify any cross validation errors that would prevent submission.

If errors are identified in templates or application groups, issuers will not be able to submit affected application groups. To proceed, return to step 3 and make required corrections to resolve all errors. **Upload, validate, and work with your state to transfer materials, and edit application sections or complete justifications as necessary.**

If required corrections lead to changes in your application data, **re-upload the corrected materials to the applicable SERFF binders and work with your state to re-transfer materials.**

CMS conducts reviews and releases required corrections via the MPMS Module and PM Community; issuers are notified via email when new required corrections are available for issuers to access.

## Required Corrections

8

Any time CMS releases *at least one set of required corrections*, and prior to any upcoming submission deadline:

**8a.** Make required corrections and updates to materials

**8b.** Validate and cross validate as needed



**8e.** Work with state to re-transfer data as needed

**8f.** Submit all required application groups by clicking "Submit Group"

**8c.** Upload any additional materials for the upcoming submission deadline

**8d.** Validate and cross validate as needed

## Certification Preparation

9

Complete Final Issuer Plan Confirmation

10

Sign and return QHP Agreement

11

Receive Certification Notice from CMS

*Off-Exchange SADPs do not complete QHP Agreements*