



Guidelines for Participation in 2023 First Biannual Virtual Healthcare Common Procedure Coding System (HCPCS) Public Meeting

The purpose of the Centers for Medicare & Medicaid Services' (CMS's) virtual HCPCS public meetings is to provide a forum for the public to present information regarding specific HCPCS Level II coding requests for items, supplies and services, Medicare benefit category, and Medicare payment determinations. The virtual public meetings also provide an opportunity for CMS to obtain public reaction to CMS' preliminary coding, Medicare benefit category, and Medicare payment determination recommendations. The final rule outlining this process (86 FR 73902) is available at <https://www.cms.gov/medicare/medicare-fee-for-service-payment/dmeposfeesched>.

Background:

The virtual public meetings are open to the public. The meetings typically have been attended by representatives of medical equipment manufacturers and suppliers; government relations, regulatory and compliance specialist personnel from various provider organizations; industry consultants; and CMS and other federal government staff. Applicants who submitted a HCPCS Level II code request for a product that appears on the public meeting agenda are welcome to attend; however, their attendance is not mandatory. The virtual public meetings are designed for applicants and others to present additional information, clarify issues, and offer supporting or opposing perspectives regarding CMS' preliminary recommendations. Final coding, Medicare benefit category, and Medicare payment decisions are not made at the public meetings. CMS reserves the right to change its preliminary decision following the public meeting. Final decisions may or may not model the preliminary recommendations. CMS maintains the HCPCS Level II code set and is the final decision-making authority concerning requests for HCPCS Level II codes. Medicare benefit category and Medicare payment determinations are not binding on non-Medicare payers. Please be aware that the assignment of a HCPCS code, Medicare benefit category, or Medicare payment amount does not guarantee or imply that a product or service is covered by any insurer.

When CMS refers to a HCPCS code or HCPCS coding application above, CMS may also be referring to circumstances when a HCPCS code has already been issued but a Medicare benefit category and/or payment has not been determined.

Public Meeting Dates:

- Tuesday, May 30, 2023; 9 a.m. to 5 p.m. Eastern Time (ET)
- Wednesday, May 31, 2023; 9 a.m. to 5 p.m. ET
- Thursday, June 1, 2023; 9 a.m. to 5 p.m. ET

Public Meeting Location:

The May 30, 2023 through June 1, 2023 HCPCS public meetings will be held virtually and are available for remote attendance only, via Zoom.

Public Meeting Agenda:

Items are placed on the public meeting agenda for new requests if the application for the item was complete and submitted timely through CMS' HCPCS Level II application process in the current coding cycle or as identified by CMS for public consideration. Prior to registering to attend a virtual public meeting, all potential participants and other stakeholders are advised to review the public meeting agendas at

<https://www.cms.gov/Medicare/Coding/MedHCPCSGenInfo/HCPCSPublicMeetings> which identify CMS' preliminary coding, Medicare benefit category, and payment determinations, and the date each item will be discussed. In establishing the public meeting agendas, CMS may group multiple, related code applications under the same agenda item.

Public Meeting Registration:

All individuals who plan to attend the virtual public meetings must register to attend. Attendees can attend more than one day of the public meeting. Please register for the public meeting at: https://cms.zoomgov.com/webinar/register/WN_rXpc62cSt-p9CdWjBYhhA.

After registering, you will get confirmation with instructions on how to join the meeting. All participants are advised to use the same email to log in to the zoom webinar, the day of the public meeting, that was used during registration for the meeting. Please join the meeting at least 10 minutes before the scheduled start time so you do not miss valuable information. For any technical assistance, please contact Marvelyn Davis at: Marvelyn.Davis1@cms.hhs.gov.

Speakers and Attendees:

Due to the timeframe needed for the planning and coordination of the HCPCS virtual public meetings, materials that are not submitted in accordance with these deadlines mentioned below cannot be accommodated.

CMS requests that any speakers or written comments react specifically to the individual coding, Medicare benefit category, and Medicare payment determination recommendations and state whether you support or disagree with it. If you disagree with the preliminary recommendation, please provide substantiating information and explanation and offer a recommendation for CMS to consider in the final determination.

Primary Speakers (15-minute Speakers): Each applicant that submitted a HCPCS code application that will be discussed at the virtual public meetings is permitted to designate a primary speaker. Please note, only one primary speaker is allowed per agenda item. The total time interval for a primary speaker, per agenda item, is fifteen minutes. The deadline for primary speakers to register and submit any supporting PowerPoint presentation is 5 p.m. ET, Tuesday, May 16, 2023. The speakers are required to specify the agenda item, application number on which they intend to speak, and if they will be using a PowerPoint presentation, when registering for the meeting. Only the primary speakers may use a PowerPoint presentation. We will accept PowerPoint presentations if those materials are

emailed to HCPCS@cms.hhs.gov or provided in Medicare Electronic Application Request Information System™ (MEARIS™) in response to a ‘Request for Information’ (RFI) by the stated deadline.

All PowerPoint presentation materials must not exceed 10 slides and should be in PowerPoint presentation format, not PDF. CMS will not play videos or animations during the public meeting sessions and requests the speakers to submit any relevant video or animation materials along with the written comments. CMS requests the speakers to ensure that the presentation does not include any inappropriate content before submission. CMS reserves the right to remove videos, animations, or any inappropriate content from the submitted presentation materials.

Each primary speaker is required to disclose any financial ties to the manufacturer of the item that is the topic of the HCPCS code application or the agenda item, as well as any competitors of the manufacturers of the item, at the beginning of their presentation at the meeting and in their written summary. This includes any payment, salary, remuneration, or benefit provided to that speaker by the applicant.

5-minute Speakers: Any individual related to the public meeting agenda item, including but not limited to, an employee, stakeholder, competitor, insurer, public consumer, etc., may register and speak as a 5-minute speaker. The deadline for registering to be a 5-minute speaker is 5 p.m. ET, Tuesday, May 16, 2023. All speakers are required to mention the agenda item and application number on which they intend to speak, when registering for the meeting. Due to time constraints and the need to stay on schedule, CMS may limit the number of 5-minute speakers so that each agenda item does not exceed 30 minutes.

Each 5-minute speaker is required to disclose any financial ties to the manufacturer of the item that is the topic of the HCPCS code application or the agenda item, as well as any competitors of the manufacturers of the item, at the beginning of their presentation at the meeting and in their written summary. This includes any payment, salary, remuneration, or benefit provided to that speaker by the applicant.

Special Accommodations: Individuals who plan to attend one or more days of the virtual public meeting and require special assistance must register and request special assistance services by 5 p.m. ET, Tuesday, May 16, 2023.

All other Attendees: All individuals who plan to attend the virtual public meeting to listen, but do not plan to speak, are required to register to attend the public meeting. Attendees can attend more than one day of the meeting. The deadline to register for each session/day is the date of that session of the public meeting.

Written Comments: The primary and 5-minute speaker(s) must email a brief, written summary (one paragraph) of their comments and conclusions. Written comments from anyone, including the primary and 5-minute speaker(s), will only be accepted when emailed to HCPCS@cms.hhs.gov before 5 p.m. ET, on the date of the virtual public meeting at which the HCPCS code application that is the subject of the comments is discussed.

Public Meeting Recording:

Please note that this Zoom Meetings service allows audio and other information sent during the session to be recorded, which may be discoverable in a legal matter. By joining this session, you automatically consent to such recordings. If you do not consent to being recorded, discuss your concerns with the host or do not join the session.

CMS will publish the recorded public meetings online at
<https://www.cms.gov/medicare/coding/medhcpcsgeninfo/hcpcspublicmeetings>.

For Further Information:

For further information, please reach out to the HCPCS team at HCPCS@cms.hhs.gov.