



Guidelines for Participation in 2024 First Biannual Virtual Healthcare Common Procedure Coding System (HCPCS) Public Meeting

The purpose of the Centers for Medicare & Medicaid Services' (CMS') virtual HCPCS public meeting 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 meeting also provides an opportunity for CMS to obtain public feedback on 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 meeting is open to the public. The meeting typically has 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 meeting is 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 determinations are not made at the public meeting. 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 Level II 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 Level II coding application above, CMS may also be referring to circumstances when a HCPCS Level II code has already been issued but a Medicare benefit category and/or payment determination has not been specified.

Public Meeting Dates:

- Tuesday, May 28, 2024; 9 a.m. to 5 p.m. Eastern Time (ET)
- Wednesday, May 29, 2024; 9 a.m. to 5 p.m. ET
- Thursday, May 30, 2024; 9 a.m. to 5 p.m. ET

Public Meeting Location:

The May 28, 2024 through May 30, 2024 HCPCS public meeting will be held virtually and is available for remote attendance only, via Zoom. Please access the virtual public meeting through the Zoom information below:

Zoom link: <https://cms.zoomgov.com/s/1605121459>

Join by telephone: 833 435 1820 (Toll Free) or 833 568 8864 (Toll Free)

Passcode: 327890

Webinar ID: 160 512 1459

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.

Speakers and Attendees:

All individuals who plan to speak (primary or 5-minute speaker) at the virtual public meeting must register to attend. Attendees can access the virtual public meeting through the Zoom link above or the link which will be posted on the HCPCS website. Attendees can attend more than one day of the public meeting.

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

Each speaker (primary or 5-minute) is required to disclose any financial ties to the manufacturer of the item that is the topic of the HCPCS Level II 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.

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.

For Speakers (Primary or 5-minute) Only: Please email the following information to HCPCS@cms.hhs.gov to register for the public meeting. The deadline for speaker registration is 5 p.m. ET, Friday May 17, 2024.

- Name;
- Company name (if applicable);
- Email address;
- Any special assistance requests (will be considered if the registration is submitted by 5 p.m. ET, Friday, May 17, 2024);
- Whether the registrant is a primary speaker or a 5-minute speaker for an agenda item;
- Agenda item and application number; and
- Whether the primary speaker will use a PowerPoint presentation; and

Primary Speakers (15-minute Speakers): Each applicant that submitted a HCPCS Level II code application that will be discussed at the virtual public meeting 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. A primary speaker is not allowed to designate any unused time to another speaker. Any unused time is forfeited. The deadline for primary speakers to register and submit any supporting PowerPoint presentation is 5 p.m. ET, Friday May 17, 2024. 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 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, slide transitions, or animations during the public meeting sessions and requests the speakers to exclude these materials from their PowerPoint presentation and instead submit any relevant video or animation materials along with the written comments. CMS requests the speakers 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.

5-minute Speakers: Any individual, 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, Friday, May 17, 2024. 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.

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, Friday, May 17, 2024.

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 Level II code application that is the subject of the comments

is discussed.

Public Meeting Recording:

Please note that this Zoom Meeting 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 meeting online at
<https://www.cms.gov/medicare/coding/medhcpcsgeninfo/hpcspublicmeetings>.

For Further Information¹:

For any technical assistance, please contact Marvelyn Davis at:
Marvelyn.Davis1@cms.hhs.gov.

For further information, contact the HCPCS team at HCPCS@cms.hhs.gov.

CMS will host a practice Zoom session, to be held on Friday, May 24, 2024 from 11 a.m. to 12 p.m. ET to help address general procedure questions, test Zoom functionalities for those who plan to speak, and provide a high level overview of what to expect during the public meeting. Attendance for the practice Zoom session is not mandatory.

Zoom link:

<https://cms.zoomgov.com/s/1611576918?pwd=dWlpRHNIbS9INzNvQkNJViI3WCtyUT09>

Join by telephone: 833 435 1820 (Toll Free) or 833 568 8864 (Toll Free)

Passcode: 801580

Webinar ID: 161 157 6918

To ensure that the public has access to the most current and accurate information related to HCPCS Level II codes and updates, CMS has created a ListServ that will deliver all HCPCS Level II updates directly to your inbox.

⌚ Sign up here: [HCPCS Updates ListServ](#)

¹ Revised on May 23, 2024 to reflect the rescheduled time for the practice Zoom session.