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## BULLETIN 12-22

Date: October 12, 2012

To: **Insurers, Nonprofit Health Service Plans, Health Maintenance Organizations and Dental Plan Organizations Planning to Offer Health, Dental, or Vision Plans through the Maryland Health Connection ("Carriers")**

Re: **Plan Management Training Session**

The purpose of this bulletin is to inform Carriers that the Maryland Insurance Administration (MIA) and the Maryland Health Benefit Exchange (MHBE) are offering a plan management training session for actuaries, contract writers, information technology professionals, and other individuals who are involved in the design and presentation of plan information. Topics to be discussed will include participation requirements with sample intent forms, benefit design requirements, rating rules information, sample business agreements, and an overview of the plan management module of the Maryland Health Connection portal. The MIA and MHBE strongly encourage representatives to participate in person. If you are unable to participate in person, however, you may listen in by telephone.

**When:** Wednesday, October 24th, 2012  
9:00 a.m. to 5:00 p.m.

**Where:** Maryland Department of Transportation  
7201 Corporate Center Drive  
Hanover, MD 21076  
(directions are attached)

**Registration Deadline:** October 22, 2012

If you would like to attend, either in person or by telephone, please RSVP to Megan Mason at [mmason@mdinsurance.state.md.us](mailto:mmason@mdinsurance.state.md.us) by October 22, 2012. Emails must include the name, title, and email address of each person who is attending on behalf of a Carrier. Please also indicate in your RSVP whether you will be attending by telephone and a conference dial in number will be provided. This conference line will be in listen-only mode. Questions from call-in attendees may be submitted via electronic mail after the session.

Questions concerning this bulletin may be directed to the Office of the Commissioner at the MIA, (410) 468-2021.

*Signature on original*

Megan Mason  
Special Assistant to the Commissioner for Health Care Reform  
Office of the Commissioner

## **Directions to Maryland Department of Transportation Headquarters**

### **From the South**

From I-97 take MD 100 West to MD 170 North. Take MD 170 North to Stoney Run. Take the ramp that veers to the right. Make a left at the top of the ramp and cross over MD 170. Proceed to the next light. This will be the New Ridge Road intersection. Turn right, Corporate Center Drive begins. MDOT Headquarters is  $\frac{3}{4}$  mile further on the right. Visitor parking is to the left.

### **From the North**

From I-95 or the BW Parkway, take I-195 to MD 170 South to Stoney Run. Turn left at the light. Make a left at the top of the ramp and cross over MD 170. Proceed to the next light. This will be the New Ridge Road intersection. Turn right, Corporate Center Drive begins. MDOT Headquarters is  $\frac{3}{4}$  mile further on the right. Visitor parking is to the left.

### **Marc Train Service**

Ride the Marc Penn Line train from both the South and North and exit at the BWI Marc train station. When you exit the train, follow directions to the crossover (tracks) and you will find an exit door on the second floor leading to a pedestrian bridge. This pedestrian bridge will carry you (1600 ft.) to the MDOT building.

### **Light Rail Service**

Ride the light rail from the North to the BWI Airport station. There is a shuttle service from the BWI Airport to BWI Marc Train station. Take the crossover (tracks) and you will find an exit door on the second floor leading to a pedestrian bridge. This pedestrian bridge will carry you (1600 ft.) to the MDOT building.