

## Appendix B

Online Survey Software | Qualtrics

cms.gov1.qualtrics.com/jfe/form/SV\_eWeRCQ4QyaQxuVD

**CMS**  
CENTERS for MEDICARE & MEDICAID SERVICES

Please use this form if you are updating your **Index File Location**, your **Company Name**, or your **Points of Contact** for Machine-Readable Data.

*Please send all requests that share HIOS IDs or an INDEX URL on a single request.  
(This form must be submitted at least once per Market-Year)*

I would like to update the following (select all that apply):

Index File Location

Technical Point of Contact

Company Name

Compliance Lead Point of Contact

What is your Issuer ID(s) (5 digit; please enter all using a comma to separate multiple IDs)

Best contact email for questions regarding this request (likely your email address):

→

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### PRA DISCLOSURE:

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1284. The time required to complete this information collection is estimated to average 136 hours per response for new QHP issuers and 64 hours per response for new SADP issuers in the first year, and 36 hours for returning QHP issuers and 18 hours for returning SADP issuers in the first year. These estimates include the time to review instructions, and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850. **\*\*\*\*CMS Disclosure\*\*\*\* Please do not send applications, claims, payments, medical records or any documents containing sensitive information to the PRA Reports Clearance Office. Please note that any correspondence not pertaining to the information collection burden approved under the associated OMB control number listed on this form will not be reviewed, forwarded, or retained. If you have questions or concerns regarding where to submit your documents, please contact Joshua Van Drei at Joshua.VanDrei@cms.hhs.gov.**