

```

<!DOCTYPE html>
<html>
<head>
  <meta http-equiv="content-type" content="text/html; charset=utf-8"/>
  <title>CROSSWALK DOCUMENT FOR CHANGES TO CMS-1696</title>
  <meta name="generator" content="LibreOffice 24.2.7.2 (Linux)"/>
  <meta name="author" content="H2N9"/>
  <meta name="created" content="2026-09-03T11:35:00"/>
  <meta name="changedby" content="McCormick, Jennifer (CMS/CM)"/>
  <meta name="changed" content="2026-09-03T11:35:00"/>
  <meta name="AppVersion" content="16.0000"/>
  <meta name="Company" content="CMS"/>
  <meta name="ContentTypeId" content="0x01010095680200B789FC4AA0B94FBC2B08
7245"/>
  <meta name="Creator" content="Acrobat PDFMaker 23 for Word"/>
  <meta name="Producer" content="Adobe PDF Library 23.8.75"/>
  <meta name="SourceModified" content="D:20240610122600"/>
  <style type="text/css">
    @page { size: 8.5in 11in; margin-left: 1.17in; margin-right: 1.1
5in; margin-top: 0.94in; margin-bottom: 0.93in }
    p { text-align: left; orphans: 0; widows: 0; margin-bottom: 0in;
direction: ltr; background: transparent }
    p.western { font-family: "Times New Roman", serif; font-size: 12
pt }
    p.cjk { font-family: "Times New Roman"; font-size: 12pt }
    p.cnt { font-family: "Times New Roman"; font-size: 12pt }
  </style>
</head>
<body lang="en-US" link="#000080" vlink="#800000" dir="ltr"><p class="western" a
lign="center">
CROSSWALK<span style="letter-spacing: -0.4pt"> </span>DOCUMENT<span style="lette
r-spacing: -0.3pt">
</span>FOR<span style="letter-spacing: -0.2pt"> </span>CHANGES<span style="lette
r-spacing: -0.2pt">
</span>TO<span style="letter-spacing: -1.2pt"> </span>CMS-<span style="letter-sp
acing: -0.1pt">1696</span></p>
<p class="western" align="center">(Appointment of Representative
(AOR))</p>
<p class="western" align="center">SUBMITTED<span style="letter-spacing: -0.6pt">
</span>FOR<span style="letter-spacing: -0.5pt"> </span>COLLECTION</p>
<p class="western" align="center"><br/>
</p>
<p class="western"><br/>
</p>
<p class="western"><font size="2" style="font-size: 11pt"><font size="3" style="
font-size: 12pt">SUMMARY
OF CHANGES TO CMS-1696: In conjunction with statutory changes to the
appeals process under BIPA and MMA (Benefits Improvement and
Protections Act of 2000, and the Medicare Modernization Act of 2003,
respectively), the requirements for appointing representatives for
claims and appeals processed under 42 CFR Part 405 Subpart I were
codified into regulation at 42 CFR 405.910. In summary, section
405.910 states an individual or entity may appoint a representative
to act on their behalf in exercising their rights relative to an
initial claim determination or an appeal. The appointment of
representation must be in writing and must include all the required
elements specified in 405.910(c). The burden associated with this
requirement is the time and effort of the individual or entity to

```

prepare an appointment of representation containing all the required information of this section. To reduce some of the burden associated with this requirement, we developed a standardized form that the individual/entity may opt (but is not required) to use. The English version of the AOR was last approved by OMB on August 12, 2026 with non-substantive changes; however, with this submission, the Spanish version of the form needs to be replaced with an updated Spanish version to include the non-substantive changes that were implemented to the form. There are

no changes that will affect existing AOR users.

The following non-substantive changes have been made to the form:

- Updated the existing Spanish version to implement the updated non-substantive changes that were approved by OMB on August 12, 2026 to the English version.

The AOR is an existing collection and is in use. It is our expectation that the non-substantive changes to the form will have little effect on burden for all users.

1