

ACO Executive (Authorized Official): Person holding an executive leadership office in the ACO and vested by the ACO's governing body with the legal powers to commit the ACO to a binding agreement. This person may or may not be the same as the Authorized to Sign contact. Documents requiring an authorized signature include, but are not limited to, the agreements between CMS and the ACO. Upon application approval, this person is designate to sign documents on behalf of the ACO in the HPMS ESM module. Person receives and has access to all correspondences from CMS to the ACO including program announcements. Person has access to CMS systems including the HPMS, and upon application approval, MFT, and Shared Savings Program ACO Portal.

CMS Liaison: Serves as the ACO's primary point of contact for communication between the ACO and CMS. Person receives and has access to all correspondences from CMS to the ACO and program announcements. Upon application approval, this person is designate to sign documents on behalf of the ACO in the HPMS ESM module. Person has access to CMS systems including the HPMS and, upon application approval, MFT, and Shared Savings Program ACO Portal.

Application Contact (Primary): Serves as the primary point of contact for the ACO's application to participate in the Medicare Shared Savings Program. Person receives and has access to all correspondences from CMS to the ACO including program announcements related to the application. Person has access to the HPMS.

Application Contact (Secondary): (Optional) Serves as the secondary point of contact for the ACO's application to participate in the Medicare Shared Savings Program, and serves as the back-up to the primary application contact. Person receives and has access to all correspondences from CMS to the ACO including program announcements related to the application. Person has access to the HPMS.

Information Technology (IT) Contact (Primary): Serves as the ACO's primary point of contact for data transfers between the ACO and CMS. Person receives and has access to all correspondences from CMS to the ACO including data transfer as well as program announcements related to data. Person has access to CMS systems including the HPMS, MFT, and, upon application approval, Shared Savings Program ACO Portal.

Information Technology (IT) Contact (Secondary): (Optional) Servers as the ACO's secondary point of contact for data transfers between the ACO and CMS, and additionally serves as the back-up to the primary IT contact. Person receives and has access to all correspondences from CMS to the ACO including data transfer as well as program announcements related to data. Person has access to CMS systems including the HPMS, MFT, and, upon application approval, Shared Savings Program Shared Savings Program ACO Portal.

Financial Contact: Serves as the ACO's point of contact for banking and payment information. Person is the ACO's authorized official recorded on the ACO's Form CMS-588 and owner of the ACO's bank account. Person receives correspondence to the ACO including banking information, the Electronic Funds Transfer (EFT) between CMS and the ACO, and program announcements related to financial issues. Person has access to CMS systems including upon application approval, the HPMS, MFT, and Shared Savings Program ACO Portal.

Compliance Officer: Serves as the ACO's point of contact for program compliance and monitoring activities. Person receives and has access to all correspondences from CMS to the ACO including compliance and monitoring activities such as Corrective Action Plan (CAP) and program announcements related to compliance and monitoring. Person has access to CMS systems including the HPMS, and, upon application approval MFT, and Shared Savings Program Shared Savings Program ACO Portal.

Authorized to Sign: Person appointed by the ACO as an agent of the organization and vested by the ACO's governing body with the legal powers to commit the ACO to a binding agreement. This person may or may not be the same as the ACO Executive (Authorized Official) contact. Documents requiring an authorized signature include, but are not limited to, agreements between CMS and the ACO, agreements between the ACO and ACO participants, etc. Upon application approval, this person is designate to sign documents on behalf of the ACO in the HPMS ESM module. Person receives and has access to correspondence from CMS to the ACO, including program announcements. Person has access to CMS systems including the HPMS and, upon application approval, MFT, and Shared Savings Program Shared Savings Program ACO Portal.

DUA Custodian: Serves as the person responsible for the observance of all conditions of use and for establishment and maintenance of security arrangements as specified in the DUA to prevent unauthorized use. This person cannot be the same as the DUA Requestor.

DUA Requestor: Serves as the person authorized to legally bind the ACO to the terms of the DUA. This person cannot be the same as the DUA Custodian.

Quality Contact (Primary): Serves as the ACO's primary point of contact for quality issues related to internal reporting on quality metrics. Person receives and has access to correspondences from CMS to the ACO and program announcements related to quality. Person has access to CMS systems upon application approval including the HPMS, MFT, and Shared Savings Program ACO Portal.

Quality Contact (Secondary): Serves as the ACO's secondary point of contact for quality issues related to internal reporting on quality metrics and serves as the back-up to the primary quality contact. Person receives and has access to correspondences from CMS to the ACO and program announcements related to quality. Person has access to CMS systems upon application approval including the HPMS, MFT, and Shared Savings Program ACO Portal.

Marketing Contact (Primary): Serves as the ACO's point of contact for Marketing materials and activities provided on behalf of the ACO. Person receives and has access to all correspondences from CMS to the ACO about marketing materials and activities, including program announcements related to marketing. Person has access to CMS systems including the HPMS, and upon application approval, the Shared Savings Program ACO Portal.

Marketing Contact (Secondary): Serves as the ACO's secondary point of contact for marketing, and serves as the back-up to the primary marketing contact. Person receives and has access to all correspondences from CMS to the ACO about marketing materials and activities, including program announcements related to marketing. Person has access to CMS systems including the HPMS, and upon application approval, the Shared Savings Program ACO Portal.

Public Contact: Serves as the ACO's point of contact to the public about the ACO. Person **must** be accessible by phone or email. Person receives and has access to all correspondences from CMS to the ACO about public reporting information, updates to the ACOs website, and program announcements related to public reporting. Person has access to CMS systems including MFT and Shared Savings Program ACO Portal, upon application approval.

Authorized to Sign (Secondary): Person appointed by the ACO as an agent of the organization and vested by the ACO's governing body with the legal powers to commit the ACO to a binding agreement. This person may or may not be the same as the ACO Executive (Authorized Official) contact. Documents requiring an authorized signature include, but are not limited to, agreements between CMS and the ACO, agreements between the ACO and ACO participants, etc. Upon application approval, this person is designate to sign documents on behalf of the ACO in the HPMS ESM module. Person receives and has access to correspondence from CMS to the ACO, including program announcements. Person has access to CMS systems including the HPMS and, upon application approval, MFT, and Shared Savings Program ACO Portal.