**Section 2106.210 CMS Responsibility**

CMS will be responsible for administering the opt out incentive and shall:

a) Develop and distribute materials and information to members and the retirement systems, including any and all necessary forms with requirements, policies and procedures related to the opt out incentive.

b) Maintain eligibility for the opt out incentive in a centralized, computerized file, properly storing and retrieving confidential information, processing updates and administering security access in accordance with confidentiality laws.

c) Authorize payments to annuitants participating in the opt out incentive. No partial monthly or retroactive payments will be made.

d) Assist members with opt out incentive questions and/or issues, and respond to oral and written inquiries concerning the opt out incentive.

e) Comply with the federal Health Insurance Portability and Accountability Act (HIPAA), when applicable.

f) Enroll and terminate annuitants in compliance with this Part.

g) Identify and collect opt out incentive payments paid in error to annuitants and deposit the money into the Health Insurance Reserve Fund.

(Source: Amended at 37 Ill. Reg. 17575, effective October 24, 2013)