

# Directions for how to log on to

# www.medicare.gov



# to Compare Medicare Part D Plans

Are you familiar with using the internet? Do you have a family member or friend who can help you? Although it can be a slow process (depending upon the speed of your computer and the number of people visiting the website), **using this web tool is the most efficient way of comparing the plans that are best suited for your individual needs.** The following directions walk you step-by-step through the site: **LOG ONTO [www.medicare.gov](http://www.medicare.gov)**

1. Click on Green Box – Find Health and Drug Plans. You now have the choice to do a “General Search” or a “Personalized Search”. Typically, a personalized plan search is the best option because it will compare your current plan to the rest of the 2017 plans.
2. For a **General Search**, only enter zip code and Find Plans tab. If no Medicare number, you cannot access personalized search fields. You need to answer two questions, then click Continue to Plan Results.
3. For a **Personalized search**, enter zip code, Medicare #, last name, effective date for Part A, and date of birth. If you do not have Part A, but have Part B, click Not Part A? Select Here tab. Enter effective date for Part B. Click Find Plans.
4. Enter your prescription drug name & then click find my drug. Once you have found your drug, click on Add Drug, fill in dosage, quantity, & frequency for each drug. Pharmacy Type should be Retail Pharmacy. Once all drugs are entered, click My Drug List Complete. Note your drug list ID# & password date for future reference in the box on right side of screen.
5. You are now given the choice to choose your preferred pharmacy. We recommend adding at least one pharmacy as not all plans work with all pharmacies. After adding a pharmacy, click Continue to Plan Results.
6. A Refine Your Plan Results page will appear that shows three boxes: Prescription Drug Plans, Medicare Health Plans with Drug Coverage, Medicare Health Plans without Drug Coverage. If you are just reviewing drug plans, check the first box, then click Continue to Plan Results.
7. Next Your Plan Results page will appear from least expensive to most expensive. The top box will be your Original Medicare which has no drug coverage and/or any current drug plan you are on. In the next portion, Prescription Drug Plans will be the list of prescription drug plan choices for you to compare. On the left of each plan will be a box to check. Click the box beside the names of the first three plans. If a current insurance plan appears for you, you will only need to check two boxes. At the bottom of this screen, click Compare Plans. Your Plan Comparison results screen will appear.
8. The plans will show up in order in a side-by-side format, based on the medications that you have entered. To print in the most helpful format, go to Print Comparison Report toward the bottom of the screen and click. A screen entitled Customize Your Printable Report will appear. Click on boxes not checked, then click Print. The Medicare Plan Finder Plan Comparison – Drug Costs and Coverage page will come up and then you may print. Click on File, Print, and Print again. Then Back Arrow at top left, then Medicare.gov Tab at top. This brings you back to your Plan Comparison page that shows the three least expensive plans.
9. To get Copayment/Coinsurance details, click on the Plan Name & scroll down to View Drug Benefit Summary to get Tier Report and then you may print. Click on Print, Print, close window, yes, return to previous page on top. You will need to do this for each plan. Make sure always in the Drug Costs and Coverage Tab.

\*You can also enroll in the plan of your choice online or by calling their non-member phone number.