



Protecting, Maintaining and Improving the Health of All Minnesotans

January 12, 2023

Administrator
Company Name **(Health Plan ID XXXXX)**
Multiple Unit
Address
City State Zip5-Zip4

Dear Administrator:

The Minnesota Department of Health (MDH) monitors health care expenditures by collecting data from health plan companies, including commercial insurers, HMOs, and other payers. Companies that are authorized to write health insurance for Minnesota residents must submit the annual Health Plan Financial and Statistical Report (HPFSR) to MDH, as required under Minnesota Statutes 62J.38.

The 2022 HPFSR is due to MDH on or before **April 1, 2023**. The 2022 HPFSR reporting form, report instructions and new upload process instructions are on the [MDH website](http://www.health.state.mn.us/hpfsr) at www.health.state.mn.us/hpfsr. The 2022 HPFSR must be filed electronically by uploading the completed HPFSR Excel spreadsheet file (with any additional attachments) to <https://hepdataportalui.web.health.state.mn.us>. **Do not** encrypt or password protect your file. The data portal now includes the facility and contact fields for updates or additions.

If your health plan company does not currently write health insurance for Minnesota residents, please complete sections one through three of the report and follow submission instructions provided on the [MDH website](http://www.health.state.mn.us/hpfsr) at www.health.state.mn.us/hpfsr.

We strongly recommend review of the formset, instructions, and all definitions prior to completion. If you have any questions about HPFSR reporting, please contact Tracy Johnson, Health Economics Program, at 651-201-3572 or health.drmreport@state.mn.us.

Sincerely,

Cara L. Bailey, Deputy Director
Health Economics Program
Division of Health Policy

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