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TO: MEMBERS OF FACILITY ASSOCIATION

**ATTENTION: CHIEF EXECUTIVE OFFICER
RISK SHARING POOL PROJECT MANAGERS**

DATE: OCTOBER 30, 2008

BULLETIN NO: F08 - 088

**SUBJECT RISK SHARING POOLS IT MODERNIZATION –
NOTES FOR THE LAUNCH OF THE NEW RSP SYSTEM**

The Facility Association IT Modernization team is in the final phases of preparation for the launch of the new Risk Sharing Pool (RSP) Data Collection, Correction and Reporting system on Saturday November 1st at 8:00 AM.

On October 29th the user access details, including the user ID, password and the application URL address, were distributed directly to users via email. Users are now able to go to the new application site to change their initial password and to setup a reminder question. The application, however, does not accept any data submissions until the launch on **November 1st**. The same process and timelines apply to companies using web services in the new system.

As a reminder, the current FACT application continues to be available for error transaction correction and submission of October Entry Date data until **4:00 AM Sunday November 2nd**. Error transactions generated from the last edit listing on FACT will be provided back to the companies in text format with file layout document during the week of November 3rd. **All transactions that remained in error in the old FACT system will not be moved forward to the new RSP application.**

On November 1st at 8:00AM the new Facility Association RSP system will be available for submission of November 2008, December 2008 and January 2009 processing month data. During the transition period from November 1st to November 7th data submissions in the new RSP system will not be edited and there will not be any error corrections. However, all submissions will be marked with receipt date for identification of the proper postmark date.

During the weekend of November 8th and 9th the complete edit cycle will be implemented in the new RSP system and all transactions submitted between November 1st and 7th will be edited. Results from the first full edit cycle on the new RSP system will be available to users on Monday November 10th. At that time, the new RSP system will move over to an overnight processing cycle providing information back to the users within 24 hours of data submission.

Please note that the test environment for the new RSP system will continue to be available for company testing through November 2008. However, as there are many common users between the test system and the new production system, special attention must be given to prevent the submission of production data to the test environment. **All users are cautioned to review where the data is submitted as production submissions to the test environment will not be accepted for postmark date changes.**

All documentation, including new RSP Procedures Manuals, Application Guides, E-learning videos are available on the Facility Association website in the IT Modernization section: http://www.facilityassociation.com/IT_Modernization.asp

During the new RSP system implementation period the Facility Association IT Modernization team will continue to be available for your support. All questions should be emailed to: FAtestingsupport@facilityassociation.com

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