

## To Comment on HHS Proposed Rule Change to ACA Section 1557

1. To leave a public comment go to:  
[https://www.regulations.gov/document/CMS\\_FRDOC\\_0001-3373](https://www.regulations.gov/document/CMS_FRDOC_0001-3373)
2. In the top left of this screen, click the blue box, which says "Comment"
3. This will take you to the page where you can "Write a Comment"
4. Underneath "Comment" with a red asterisk is a textbox where you can leave a comment up to five thousand characters (this includes letters, numbers, punctuations, and spaces)
  - a. This section is mandatory
5. Beneath the textbook is a dropdown menu for "What is your comment about"
  - a. This is optional; however, if you wish to fill out this section, select "Individual"
6. Below "What is your comment about" there is a section to "Attach Files"
  - a. This is optional, but you may add up to 20 files can be added here; however, each file cannot exceed 10MB
7. Underneath the "Attach Files" is a section to add an email address **THIS CAN BE LEFT BLANK**
  - a. This is optional
8. If you decide to include an email, you may select the box next to "Opt to receive email confirmation of submission and tracking number?"
  - a. This is optional
9. Beneath the "Email Address" section is "Tell us about yourself! I am..."
  - a. This section is mandatory
10. You may chose between "An Individual" or "Anonymous" by clicking on the box for your respective choice
11. Click the box "I'm not a robot" by "reCAPTCHA" below the section on "Tell us about yourself! I am..."

a. This section is mandatory

12. When everything is done click the blue "Submit Comment" box at the very bottom of the page

13. This will take you to a new page where you will see "Submitted Successfully!"