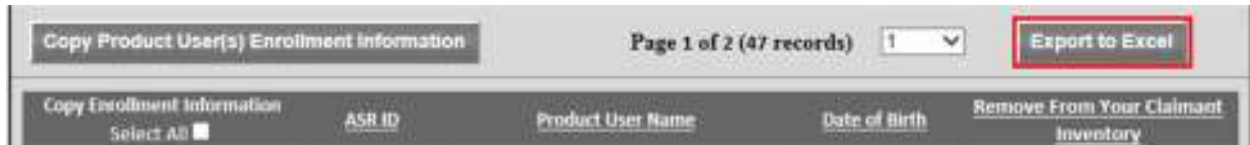


Alert No. 2014-8

U.S. ASR Hip Settlement Alert – 5/23/14

### *Updating Registration Information*

- 1. Introduction.** The Registration Orders entered in MDL 2197 (Order Regarding Registration of ASR Related Cases and Claims) and the coordinated proceedings in California (Order Regarding Registration of ASR Related Cases and Claims), Illinois (Case Management Order No. 6) and New Jersey (Case Management Order #28) require all Principal Responsible Attorneys and *pro se* Product Users to update their Registration Information when a Product User's status changes. You must update Registration Information for revised and unrevised Product Users at three different intervals: 6/1/14, 11/1/14 and 6/1/15. You may view the Order relevant to your jurisdiction on the Court Orders tab of the U.S. ASR Hip Settlement website. This Alert provides instructions on how to update your Registration Information to comply with the Registration Order of your jurisdiction.
- 2. Checking Your Existing Registration Information.** You may check the Registration Information previously submitted to determine whether you must update your Registration Information.
  - (a) If you are a Principal Responsible Attorney, click the Export to Excel button in the Registration menu to generate an Excel spreadsheet displaying the Registration Information you submitted for each Product User you represent.



- (b) If you are a *pro se* Product User, click the Registration Information button in the Registration box on the Home screen of your ASR Portal to generate an Excel spreadsheet displaying the Registration Information you submitted.

**Registration Information**

Click the Registration Information button to generate an Excel spreadsheet displaying your answers to the Pro Se Affidavit. The spreadsheet created by this feature is for informational purposes only. DO NOT edit information on this spreadsheet and upload a copy of it to the ASR Portal to modify or update your Registration materials. The Claims Processor cannot use this spreadsheet to update a claimant's Registration information because it is not in the same format as the Registration Excel Template.

The Registration Orders entered in MDL 2197, and the consolidated proceedings, require you to keep your Registration Information current. If you Started Submitting or Submitted your Enrollment materials, you may copy your Enrollment Information over to your Registration Information. To copy your Enrollment Information over to Registration Information, click the Copy Enrollment Information button. You will be prompted to confirm you intend to copy your Enrollment Information. After you confirm that you wish to copy your Enrollment Information, you must sign the Registration Certification again. If you have not Started Enrolling and do not plan to Enroll, contact the Claims Processor by phone, 1(877) 391-3169, or email, [claimsprocessor@USASRHipSettlement.com](mailto:claimsprocessor@USASRHipSettlement.com), for instructions to update your Registration Information.

Review the information in the generated spreadsheet and determine whether any item is not up to date. If any item is not current, then you must update your Registration Information to comply with the Registration Order of your jurisdiction.

3. **Law Firms.** Law Firms may update their Registration Information one of two ways: (a) updating each Product User's Registration Information; or (b) copying the submitted Enrollment Information for multiple Product Users into the Registration Information.

**(a) Updating one Product User's Registration Information.** Go to the Registration menu of your ASR Portal and follow these steps for each Product User.

- (1) Click on the ASR ID for the Product User whose Registration Information you will update.

Copy Enrollment Information Select All <input type="checkbox"/>	ASR ID	Product User Name	Date of Birth	Remove From Your Claimant Inventory
<input type="checkbox"/>	<a href="#">9</a>	Adams, John F	05/23/1969	Started Enrollment
<input type="checkbox"/>	<a href="#">10</a>	Smith, Jane E	04/12/1937	Started Enrollment
<input type="checkbox"/>	<a href="#">11</a>	Smith, Richard L	05/04/1954	Started Enrollment
<input type="checkbox"/>	<a href="#">12</a>	Jones, Jack R	06/20/1957	Submitted for Enrollment

- (2) Click the Demographic and/or Registration buttons to update the Product User's information.

**Information**

- (3) Click the Save button after updating the Product User's Information.



- (4) You must electronically sign the Registration Certification again after updating a Product User's Information.



The Claims Processor will not record your updated information until you electronically sign the Registration Certification, nor will you comply with the Registration Order of your jurisdiction. You only have to sign the Registration Certification once if you update the Registration Information of multiple Product Users.

- (b) Copying Enrollment Information into Registration Information.** Go to the Registration menu of your ASR Portal and follow these steps to copy the Enrollment Information you previously submitted back to your Registration Information. This process will overwrite existing Registration Information with Enrollment Information.

- (1) Check the box(es) next to the Product User(s) whose Enrollment Information you want to copy back to his or her Registration Information.

Copy Enrollment Information		ASR ID	Product User Name	Date of Birth	Remove From Your Claimant Inventory
<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">9</a>	Adams, John F	05/23/1969	Started Enrollment
<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">10</a>	Smith, Jane E	04/12/1937	Started Enrollment
<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">11</a>	Smith, Richard L	05/04/1954	Started Enrollment
<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">12</a>	Jones, Jack R	06/20/1957	Submitted for Enrollment

You may check the Select All box to select all Product Users on the page.

- (2) After selecting the Product User(s), click the Copy Product User(s) Enrollment Information button. A confirmation screen will appear for you to confirm you wish to Copy the Enrollment Information for your selected Product User's.

**Confirmation**

You indicated that you want to copy the Enrollment information you previously provided to the Claims Processor for the Product User(s) you represent and make that information part of their Registration information.

ASR ID(s): 9, 10, 11, 12

Click the Yes button to replace the Registration information for the selected Product User(s) with his or her current Enrollment information. Click the No button if you do not want to replace the existing Registration information for the selected Product User(s).

Click Yes to Copy the Enrollment Information for the selected Product User(s). Click No to return to the Registration menu without copying Enrollment Information.

- (3) After you click Yes, you must electronically sign the Registration Certification to comply with the Registration Order of your jurisdiction and for the Claims Processor to retain a copy of your updated Registration Information.

**Registration Certification**

You have changed the Registration materials that you previously submitted to the Claims Processor. Because you have changed your Registration information, you must sign the Registration Certification below.

You may electronically sign the Registration Certification multiples times.

Follow these steps to Copy Enrollment Information back to Registration Information as often as needed.

4. **Pro Se Product Users.** If you have not submitted your Claim Package, update your Registration Information by submitting a new Registration Affidavit. If you need a Registration Affidavit, contact the Claims Processor as described in Section 5 of this Alert and request a copy. If you started submitting or submitted your Claim Package, follow these steps to copy your Enrollment Information back to your Registration Information. This process will overwrite existing Registration Information with Enrollment Information.
  - (a) Click the Copy Enrollment Information button in the Registration Information box on the Home screen of your ASR Portal.

**Registration Information**

Click the Registration Information button to generate an Excel spreadsheet displaying your answers to the Pro Se Affidavit. The spreadsheet created by this feature is for informational purposes only. DO NOT edit information on this spreadsheet and upload a copy of it to the ASR Portal to modify or update your Registration materials. The Claims Processor cannot use this spreadsheet to update a claimant's Registration information because it is not in the same format as the Registration Excel Template.

The Registration Orders entered in MDL 2197, and the consolidated proceedings, require you to keep your Registration Information current. If you Started Submitting or Submitted your Enrollment materials, you may copy your Enrollment Information over to your Registration Information. To copy your Enrollment Information over to Registration Information, click the Copy Enrollment Information button. You will be prompted to confirm you intend to copy your Enrollment information. After you confirm that you wish to copy your Enrollment information, you must sign the Registration Certification again. If you have not Started Enrolling and do not plan to Enroll, contact the Claims Processor by phone, 1(877) 391-3169, or email, [claimsprocessor@USASRHipSettlement.com](mailto:claimsprocessor@USASRHipSettlement.com), for instructions to update your Registration Information.

- (b) Click Yes in the Confirmation screen that appears to copy your Enrollment Information back to your Registration Information.

**Confirmation**

You indicated that you want to copy your Enrollment information you previously provided to the Claims Processor and make that information part of your Registration information. Click the Yes button to replace your Registration information with your current Enrollment information. Click the No button if you do not want to replace your existing Registration information.

- (c) You must electronically sign the Registration Certification to comply with the Registration Order of your jurisdiction and for the Claims Processor to retain a copy of your updated Registration Information.

**Registration Certification**

You have changed the Registration materials that you previously submitted to the Claims Processor. Because you have changed your Registration information, you must sign the Registration Certification below.

5. **Questions.** If you have any questions about this Alert, call or email your assigned Claims Processor contact, email us at [claimsprocessor@usasrhipsettlement.com](mailto:claimsprocessor@usasrhipsettlement.com), or call 1 (877) 391-3169.