

**CY 2018 Hospital IQR – Promoting Interoperability Program Alignment Preparation Checklist for eCQM Reporting – QRDA Category I Production File(s) Instructions**

Due	Task	✓
<b>NOW</b>	<input type="checkbox"/> <b>Select</b> at least <b>four (4)</b> of the 15 <a href="#">available electronic clinical quality measures (eCQMs)</a> for <b>one self-selected quarter</b> of 2018 data (Q1, Q2, Q3, or Q4) during the same reporting period. <input type="checkbox"/> <b>Confirm</b> Health Information Technology (Health IT) is certified to the Office of the National Coordinator of Health IT (ONC) 2014 Edition, 2015 Edition, or a combination of both. <b>Visit</b> the <a href="#">Certified Health IT Product List (CHPL)</a> website to ensure the edition is certified to report all eCQMs. <input type="checkbox"/> <b>Contact</b> the <a href="#">QualityNet Help Desk</a> to obtain a <i>QualityNet Secure Portal</i> account and the Electronic Health Record (EHR) Data Upload Role. <input type="checkbox"/> <b>Confirm</b> the Quality Reporting Document Architecture (QRDA) Category I file(s) are constructed per the <a href="#">2018 Centers for Medicare &amp; Medicaid Services (CMS) Implementation Guide (IG) for QRDA Category I Hospital Quality Reporting</a> and <a href="#">2018 CMS QRDA I Schematrons and Sample Files for Hospital Quality Reporting</a> , available under the <a href="#">Eligible Hospital/Critical Access Hospital (CAH) tab of the eCQI Resource Center</a> . <input type="checkbox"/> <b>Download</b> the most recent version of the Pre-Submission Validation Application (PSVA) tool and the user manual from the <a href="#">Secure File Transfer of the QualityNet Secure Portal</a> to validate the QRDA Category I file(s) for submission. <b>NOTE: CMS is expecting one QRDA Category I file per patient, per quarter, which includes all episodes of care and applicable measures associated with that reporting period. Maximum individual file size is 5 MB. A maximum of 15,000 files can submitted per ZIP file.</b>	<input type="checkbox"/>
<b>System opens mid-Sept.</b>  <b>Deadline: 2/28/19 11:59 p.m. Pacific Time</b>	<p><b>Submit Production File(s) either via the PSVA tool or directly to the <i>QualityNet Secure Portal</i>.</b>  For questions, contact the <a href="#">QualityNet Help Desk</a>.</p> <input type="checkbox"/> <b>A. Use the PSVA tool</b> <i>(The CMS data receiving system performs additional checks since the PSVA tool only validates the file structure.)</i> <ol style="list-style-type: none"> <li><b>Log into</b> the PSVA tool using your <i>QualityNet</i> User ID and password.</li> <li><b>Select</b> the Program [<b>HQR_EHR_IQR</b>] for dual program submission.</li> <li><b>Select</b> the [<b>Add Files</b>] button and the File Selection Window will open.</li> <li><b>Locate</b> the ZIP file(s) on the workstation and choose the file(s) to add to the application. (The status will indicate “New” once added.) The File Details Table will display the file(s) based upon the selection in the “Select by File Status” window.</li> <li><b>Select</b> the file(s) for validation from the File Details Table and <b>Select</b> the [<b>Validate Files</b>] button.</li> <li><b>Check</b> the status of the file(s). The result will indicate “Valid” or “Invalid.” A feedback file is also available for review.  <b>NOTE: Warnings and errors are located in the feedback file; only errors need to be corrected to pass validation. Users can only submit validated file(s) directly from the PSVA tool to the <i>QualityNet Secure Portal</i>.</b></li> <li><b>Submit</b> file(s). One or more valid files can be submitted. A pop-up box will indicate file(s) have been successfully submitted. <b>NOTE: This only indicates the file(s) were sent to the CMS data receiving system.</b> <ul style="list-style-type: none"> <li>The file(s) will be sent for data upload processing and put in the Sent folder upon successful scanning.</li> <li>An email notification will be sent stating the file(s) were uploaded successfully.</li> <li>A second email notification will be sent with the number of submitted file(s), number of accepted or rejected uploaded file(s), the batch number, and the time of submission. <b>If the second email is not received within 24 hours, contact the <a href="#">QualityNet Help Desk</a>.</b>  <b>NOTE: The receipt of both emails only indicates the file(s) were received and processed by the CMS data receiving system. Accepted file(s) do not indicate the intent of the measure has been met.</b></li> </ul> </li> <li><b>Check</b> for submission success or failure, as indicated in the File Details Table.</li> <li><b>Visit</b> the <i>QualityNet Secure Portal</i> and <b>Review</b> the status (accepted or rejected) of production file submissions by generating the EHR Hospital Reports via the <i>QualityNet Secure Portal</i>. Refer to the <a href="#">Calendar Year (CY) 2018 EHR Report Overview</a> for help with interpreting report outcomes.</li> <li><b>Confirm</b> eCQM requirements have been met. <b>Select</b> Report Category [<b>EHR Hospital Reporting – Feedback Reports</b>] and <b>Run</b> the eCQM Submission Status Report. Successful submission of eCQM reporting is met when “Yes” is displayed in the [<b>EHR Incentive Program</b>] and [<b>IQR-EHR</b>] fields under Program Year Successful eCQM Data Submission. <b>NOTE: This report is a “snapshot.” As files are deleted and/or resubmitted, rerun this report to re-verify requirements have been met.</b></li> </ol> <input type="checkbox"/> <b>B. Use the Secure File Transfer in the <i>QualityNet Secure Portal</i></b> <ol style="list-style-type: none"> <li><b>Log into</b> the <i>QualityNet Secure Portal</i>.</li> <li><b>Select</b> [<b>Secure File Transfer</b>] → [<b>Data Upload</b>] → [<b>proddata</b>].</li> <li><b>Select</b> the Reporting Program [<b>ehrqrd</b>] and click [<b>Upload</b>].</li> <li><b>Go to</b> your own export folder, highlight the cases, and choose [<b>Open</b>].</li> <li><b>Submit file(s)</b>. For multiple files, ZIP the files prior to uploading.</li> <li><b>Check</b> the status of the file(s); the result will indicate “Valid” or “Invalid.”</li> <li><b>Upload</b> file(s) to the system. The folder will display the file(s) with “<b>.antivirus.scanning</b>” added to the file name(s). <ul style="list-style-type: none"> <li>The file(s) will be sent for data upload processing and put in the Sent folder upon successful scanning.</li> <li>An email notification will be sent stating the file(s) were uploaded successfully.</li> <li>A second email notification will be sent with the number of submitted file(s), number of accepted or rejected uploaded file(s), the batch number, and the time of submission. <b>If the second email is not received within 24 hours, contact the <a href="#">QualityNet Help Desk</a>.</b>  <b>NOTE: The receipt of both emails only indicates the file(s) were received and processed by the CMS data receiving system. Accepted file(s) do not indicate the intent of the measure has been met.</b></li> </ul> </li> <li><b>Review</b> the status (accepted or rejected) of production file submissions by generating the EHR Hospital Reports via the <i>QualityNet Secure Portal</i>. Refer to the <a href="#">CY 2018 EHR Report Overview</a> for help with interpreting report outcomes.</li> <li><b>Confirm</b> eCQM requirements have been met. (See Step 10 above.)</li> </ol>	<input type="checkbox"/>

**NOTE:** Submission of eCQMs does **not** meet the complete program requirements for the Hospital Inpatient Quality Reporting (IQR) Program. Hospitals are responsible for data submission for all required chart-abstracted, web-based, structural, and claims-based measures. For questions regarding the *Hospital IQR Program*, please contact the Hospital IQR Program Support Contractor at (844) 472-4477 or <https://cms-ip.custhelp.com>. For questions regarding the complete program requirements for the *Promoting Interoperability Program (previously known as the Medicare EHR Incentive Program)*, please contact the *QualityNet Help Desk* at (866) 288-8912.