CY 2017 Hospital Inpatient Quality Reporting (IQR) – Medicare Electronic Health Record (EHR) Alignment Preparation Checklist for eCQM Reporting – QRDA Category I <u>Production</u> File(s) Instructions		
Due	**Task**	✓
NOW	☐ **Select** at least **four (4)** of the 15 available electronic clinical quality measures (eCQMs) for **one self-selected quarter** of 2017 data (Q1, Q2, Q3, or Q4). ☐ **Confirm** Health Information Technology (Health IT) is certified to the Office of the National Coordinator Health IT (ONC) 2014 *and/or* 2015 Edition. Visit the CHPL Website to ensure the Edition is certified to report the chosen eCQMs. ☐ **Contact** the *QualityNet* Help Desk to obtain a *QualityNet Secure Portal* account and the EHR Data Upload Role. ☐ **Confirm** Quality Reporting Document Architecture Category (QRDA) Category I file(s) are constructed per the 2017 Centers for Medicare & Medicaid Services (CMS) Implementation Guide (IG) (July 2016) and the 2017 CMS QRDA I Schematrons and Sample Files for Hospital Quality Reporting. Use the most current eCQM specifications for CY 2017 located on the eCQI Resource Center. ☐ **Download** the most recent version of the Pre-Submission Validation Application (PSVA) tool and the User Manual from the Secure File Transfer of the *QualityNet Secure Portal* to validate the QRDA Category I file(s) for submission. **NOTE: CMS is expecting one QRDA Category I file per patient, per quarter, which includes all episodes of care and applicable measure(s) associated with that reporting period. Maximum individual file size is 5 MB. A maximum of 15,000 files can be submitted per ZIP file.**	☐
NOW Through 2/28/18 11:59 p.m. Pacific Time	**Submit Production File(s) either via the PSVA tool or directly to the *QualityNet Secure Portal*.** For questions, contact the *QualityNet* Help Desk. ☐ **A. Use the PSVA tool (to validate the file structure only).** 1. **Log into** the PSVA tool using your *QualityNet* User ID and password. 2. **Select** the Program **[HQR_EHR_IQR]** for dual program submission. 3. **Select** the **[Add Files]** button and the File Selection Window will open. 4. **Locate** 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. 5. **Select** the file(s) for validation from the File Details Table and **Select** the **[Validate Files]** button. 6. **Check** the status of the file(s). The result will indicate either "Valid" or "Invalid." A feedback file is also available for review. **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 *QualityNet Secure Portal*.** 7. **Submit** file(s). One or more valid files can be submitted. A pop-up box will indicate file(s) have been successfully submitted. **NOTE: This only indicates the files(s) were sent to the CMS data receiving system** • The file(s) will be sent for data upload processing and put in Sent folder upon successful scanning. • The first of two email notifications will be sent notifying that the file(s) were uploaded successfully. • The second email notification will be sent providing the number of submitted file(s), accepted or rejected uploaded file(s), the batch number, and the time of submission. **If the second email is not received within 24 hours, contact the *QualityNet* Help Desk for assistance.** **NOTE: The receipt of both emails only indicates the file(s) were received and processed by the CMS data receiving system.** 8. **Check** for submission success or failure, as indicated in the File Details Table. 9. **Visit** the *QualityNet Secure Portal* and **Review** the status of production file submissions (accepted or rejected) by generating the EHR Hospital Reports via the *QualityNet Secure Portal.* Refer to the CY 2017 EHR Report Overview for help with interpreting report outcomes. 10. **Confirm** eCQM requirements have been met. **Select** Report Category **[EHR Hospital Reporting – Feedback Reports]** and **Run** the eCQM Submission Status Report. Successful submission of eCQM reporting is met when "Yes" is displayed in the following fields: Program Year Successful eCQM Data Submission: [**EHR Incentive Program**] and [**IQR-EHR**]. **NOTE: This report is a "snapshot." As file(s) are deleted and/or resubmitted, rerun this report to re-verify requirements have been met.** ☐ **B. Use the Secure File Transfer in the *QualityNet Secure Portal*.** 1. **Log into** the *QualityNet Secure Portal.* 2. **Select [Secure File Transfer] → [DataUpload] → [proddata].** 3. **Select** the Reporting Program **[ehrqrda]** and click **[Upload].** 4. **Go to** your own export folder, highlight the cases, and choose **[Open].** 5. **Submit file(s).** For multiple files, zip the files prior to uploading. 6. **Check** the status of the file(s); the result will indicate either "Valid" or "Invalid". 7. **Upload** file(s) to the system. The folder will display file(s) and **".antivirus.scanning"** added to the file name(s). • The file(s) will be sent for data upload processing and put in Sent folder upon successful scanning. • The first of two email notifications will be sent notifying that the file(s) were uploaded successfully. • The second email notification will be sent providing the number of submitted file(s), accepted or rejected uploaded file(s), the batch number, and the time of submission. **If the second email is not received within 24 hours, contact the *QualityNet* Help Desk for assistance. NOTE: The receipt of both emails only indicates the file(s) were received and processed by the CMS data receiving system. Visit the *QualityNet Secure Portal* and generate the EHR Hospital Reports to confirm successful submission to fulfill a portion of the Hospital IQR and the Medicare EHR Incentive Program requirements**. 8. **Review** the status of production file submissions (accepted or rejected) by generating the EHR Hosptial Reports via the *QualityNet Secure Portal.* Refer to the CY 2017 EHR Report Overview for help with interpreting report outcomes. 9. **Confirm** eCQM requirements have been met. (See Step 10 above).	☐

NOTE: Submission of eCQMs does **not** meet the complete program requirements for the *Hospital 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 Support Contractor at (844) 472-4477 or https://cms-ip.custhelp.com. For questions regarding the complete program requirements for the *Medicare EHR Incentive Program*, please contact the EHR Information Center (EHRIC) at (888) 734-6433.

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