CY 2016 Inpatient Quality Reporting (IQR) – Electronic Health Record (EHR) Alignment Preparation Checklist for eCQM Reporting – QRDA Category I File <u>Production</u> Instructions		
Due	**Task**	**✓**
NOW	☐ **Select** at least four eCQMs from the <u>CY 2016 Available eCQMs</u>. ☐ **Confirm** EHR System is certified to either 2014 or 2015 Office of the National Coordinator for Health Information Technology (ONC) Standards on the Certified Health IT Product List – <u>CHPL Website</u> and review, which measures the system is certified to report. ☐ **Contact** the <u>QualityNet Help Desk</u> to obtain a *QualityNet Secure Portal* (QSP) account and the EHR Data Upload Role. ☐ **Confirm** Quality Reporting Document Architecture Category I (QRDA I) files are constructed per the <u>2016 Centers for Medicare & Medicaid Services (CMS) Implementation Guide (IG)</u> and <u>2016 CMS QRDA IG Appendix</u> and <u>Schematron</u> and use the <u>eCQM Specifications for Eligible Hospitals Update June 2015</u> on the <u>eCQM Library page</u>. ☐ **Download** the most recent version of the Pre-Submission Validation Application (PSVA) Tool and the User Manual from the <u>Secure File Transfer (SFT) of the QSP</u> to validate the Certified Electronic Health Record Technology, or CEHRT-generated, QRDA I files for submission. **NOTE:** Submission deadline has been extended from **February 28, 2017** to **March 13, 2017**. **NOTE:** CMS is expecting one QRDA I file per patient, per quarter, which includes all episodes of care and applicable measures associated with that file. Maximum individual file size is 5 MB. A maximum of 15,000 files can be submitted per Zip file. Files can be uploaded from either the PSVA Tool or directly to the QSP. All eCQMs must be from the same quarter.	☐
10/01/16 through 03/13/17 11:59 p.m. PT	**Submit Production Files either via the PSVA Tool or directly to the QSP.** For questions, contact the <u>QualityNet Help Desk</u>. ☐ **A. <u>Use the PSVA Tool</u>** - validates file structure only: **1. Log into** 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 files on the workstation and choose the files to add to the application (the status will be new once added). The File Details Table will display the files based upon the selection in the "Select by file status" window. **5. Select** the files for validation from the File Details Table and select the **[Validate Files]** button. **6. Check** the status of the files, either valid or invalid. A feedback file is available for review. **NOTE:** Users can only submit *validated files* directly from the PSVA Tool to the CMS production directory in the QSP. **7. Check** for submission success or failure, as indicated in the File Details Table. **8. Visit** the QSP to ensure the files were properly uploaded and validated. **9. Confirm** eCQM data have been successfully submitted; **Select** Report Category **[EHR Hospital Reporting – Feedback Reports]** and **Run** the Submission Status Report in the QSP. The reporting requirement has been met when at least four eCQMs state, "Submitted." As files are deleted and/or resubmitted, **Rerun** this report to re-verify requirements have been met. ☐ **B. <u>Use the Secure File Transfer (SFT) in the QSP</u>:** **1. Log into** the QSP. **2. Select [Secure File Transfer]**/ **[Data Upload]**/ **[Proddata folder]**. **3. Select** the Reporting Program **[ehrqrda]** and click **[Upload]**. **4. Go to** your own export folder, highlight the cases, and choose **[Open]**. **5. Submit** only one file at a time (for multiple files, Zip abstractions prior to uploading). **6. Check** the status of the files, either valid or invalid. **7. Upload** file to the system (folder will display file and **"antivirus.scanning"** added to the file name). • The file 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 you that the file was uploaded successfully. • The second email notification will be sent providing notification of the number of submitted files, accepted or rejected uploaded files, the batch number, and the time of submission. **If the second email is not received within 24 hours, contact the <u>QualityNet Help Desk</u> for assistance**. **8. Confirm** eCQM data have been successfully submitted (see Step 9, above) **NOTE: The QSP will continue to accept test files through March 13, 2017;** *however, eCQM test files will not be reviewed or evaluated toward program credit.*	☐

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 IQR Program, please, contact the IQR Support Contractor at (844) 472-4477 or https://cms-ip.custhelp.com. For questions regarding the complete program requirements for the *EHR Incentive Program*, please contact the EHR Information Center (EHRIC) at (888) 734-6433.