

## CY 2016 Inpatient Quality Reporting (IQR) – Electronic Health Record (EHR) Alignment Preparation Checklist for eCQM Reporting – QRDA Category I File Testing Instructions

| Due                                      | Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | ✓                        |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <b>NOW</b>                               | <input type="checkbox"/> <b>Select</b> at least four eCQMs from the <a href="#">CY 2016 Available eCQMs</a> .<br><input type="checkbox"/> <b>Confirm</b> 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 – <a href="#">CHPL Website</a> and review which measures the system is certified to report.<br><input type="checkbox"/> <b>Contact</b> the <a href="#">QualityNet Help Desk</a> and obtain a <i>QualityNet Secure Portal (QSP)</i> account and the EHR Data Upload Role.<br><input type="checkbox"/> <b>Confirm</b> Quality Reporting Document Architecture (QRDA) Category I files are constructed per the 2016 Centers for Medicare & Medicaid Services (CMS) Implementation Guide (IG) and 2016 CMS QRDA IG Appendix and Schematrons, and use the eCQM Specifications for Eligible Hospitals Update June 2015 on the <a href="#">eCQM Library page</a> .<br><input type="checkbox"/> <b>Download</b> the most recent version of the Pre-Submission Validation Application (PSVA) Tool and User Guide from the Secure File Transfer (SFT) of the <a href="#">QSP</a> to validate the Certified Electronic Health Record Technology, or CEHRT-generated QRDA Category I files for test submission.<br><b>NOTE:</b> Submission deadline has been extended from <b>February 28, 2017</b> to <b>March 13, 2017</b> .<br><b>NOTE:</b> CMS is expecting one QRDA Category I file per patient, per quarter, which includes all episodes of care and the applicable measures associated with that file. Maximum individual file size is 5 MB. Files can be uploaded by zip file with a maximum of 15,000 file submissions from either the PSVA Tool or directly to the QSP. All eCQMs must be from the same quarter.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> |
| <b>NOW through 3/13/17 11:59 p.m. PT</b> | <p><b>Submit Test Files either via the PSVA Tool or directly to the QSP.</b><br/>           For questions, contact the <a href="#">QualityNet Help Desk</a>.</p> <input type="checkbox"/> <b>Use the PSVA Tool - validates file structure only:</b> <ol style="list-style-type: none"> <li>1. <b>Log into</b> PSVA tool using your <i>QualityNet</i> User ID and password.</li> <li>2. <b>Select</b> the Program [<b>HQR_EHR_IQR</b>] for dual program submission.</li> <li>3. <b>Select</b> the [<b>Add Files</b>] button and the File Selection Window will open.</li> <li>4. <b>Locate</b> the Zip files on the workstation and choose the files to add to the application (the status will be new once added). The <b>File Details Table</b> will display the files based upon the selection in the “Select by file status “ window.</li> <li>5. <b>Select</b> the files for validation from the Files Details Table and select the [<b>Validate Files</b>] button.</li> <li>6. Check the <b>status</b> of the files, either valid or invalid. A feedback file is available for review.<br/> <b>NOTE:</b> Users can only submit <i>validated files</i> directly from the PSVA Tool to the CMS production directory in the QSP.</li> <li>7. <b>Check</b> for submission success or failure, as indicated in the Files Details Table.</li> <li>8. <b>Visit</b> the QSP to ensure the files were properly uploaded and validated.</li> <li>9. <b>Review</b> test data submissions within the QSP via the Submission Summary, Submission Detail and eCQM Submission and Performance Reports.</li> </ol> <input type="checkbox"/> <b>Use the Secure File Transfer (SFT) in the QSP:</b> <ol style="list-style-type: none"> <li>1. <b>Log into</b> the QSP.</li> <li>2. <b>Select</b> [<b>Secure File Transfer</b>] / [<b>Data Upload</b>] / [<b>Testdata folder</b>].</li> <li>3. <b>Select</b> the Reporting Program [<b>ehrqrd</b>] and click [<b>Upload</b>].</li> <li>4. <b>Go to</b> your own export folder, highlight the cases, and choose [<b>Open</b>].</li> <li>5. <b>Submit</b> only one file at a time (for multiple files, Zip abstractions prior to uploading).</li> <li>6. <b>Check</b> the status of the files, either valid or invalid.</li> <li>7. <b>Upload</b> file to the system (folder will display file and “.antivirus.scanning” added to the file name).           <ul style="list-style-type: none"> <li>• The file will be sent for data upload processing and put in “Sent” folder upon successful scanning.</li> <li>• The first of two email notifications will be sent notifying you that the file was uploaded successfully.</li> <li>• 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. <b>If the second email is not received within 24 hours, contact the <a href="#">QualityNet Help Desk</a> for assistance.</b></li> </ul> </li> <li>8. <b>Review</b> test data submissions within the QSP via the Submission Summary, Submission Detail and eCQM Submission and Performance Reports.<br/> <b>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.</b> </li> </ol> | <input type="checkbox"/> |

**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 at (888) 734-6433.