

Quarter 4 (Q4) 2023 and Annual Hospital Inpatient Quality Reporting (IQR) Program Checklist		
Due	Task	✓
	<p>Accessing the <i>Hospital Quality Reporting (HQR) Secure Portal</i></p> <ol style="list-style-type: none"> 1. Log in to the HQR Secure Portal using your HARP User ID and Password. 2. Go to the Dashboard located on the left-hand side of the screen. 	<input checked="" type="checkbox"/>
2/29/24	<p>Submitting Calendar Year (CY) 2023 Electronic Clinical Quality Measure (eCQM) Data via Quality Reporting Document Architecture (QRDA) Category I files</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen then click eCQM tab. 2. Click File Upload and Production to submit files. <p>Submitting Via Denominator Declarations by Entering Zero Denominator and/or Case Threshold Exemptions</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen then click the eCQM tab. 2. Click Data Form and Launch Data Form to refresh page. 3. Select Discharge Quarter to enter information for each applicable measure. 4. Click Submit. Repeat steps for each applicable quarter. <p>Checking Submission of Calendar Year (CY) 2023 Electronic Clinical Quality Measures (eCQMs)</p> <ol style="list-style-type: none"> 1. Click Data Results from the navigation on the left-hand side of the screen. 2. Select eCQM. 3. Click on the Accuracy tab. 4. Select Program, Production and the Quarter, then click the “Select” button. <p>Checking Program Credit for Calendar Year (CY) 2023 Electronic Clinical Quality Measures (eCQMs)</p> <ol style="list-style-type: none"> 1. Click Program Reporting from the navigation on the left-hand side of the screen. 2. Select the Program Credit tab. 3. Select the IQR tab. 4. Select discharge quarter. 5. Click Export Report. To check other quarters, click the “Change Selection” button. 	<input type="checkbox"/>
4/3/24	<p>Checking Submission of Q4 2023 Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) Data</p> <p><i>HCAHPS Survey Data</i> should display as “Submitted” for <i>October, November, and December</i> on the Provider Participation Report (PPR). See below, under Checking Submission of Q4 2023 Inpatient Clinical Measure Data, for guidance on how to run reports.</p>	<input type="checkbox"/>
5/1/24	<p>Submitting Q4 2023 Inpatient Population and Sampling Counts Through the <i>Hospital Quality Reporting Secure Portal</i> (applies to chart-abstracted measures only)</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Population and Sampling tab. 3. Click Data Form. 4. Click IQR. 5. Verify that the Reporting Period is Q4 2023, enter data, and click on Enter. <p>Submitting Q4 2023 Inpatient Population and Sampling XML Files Via Simple File Submissions Through the <i>Hospital Quality Reporting Secure Portal</i> (applies to chart-abstracted measures only)</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Population and Sampling tab. 3. Click File Upload. 4. Select Production. Note: Data submitted under “Test” will not be stored in the HQR System and will not count as meeting program requirements. 5. Verify that the Reporting Period is Q4 2023 and click on Enter. 	<input type="checkbox"/>
5/15/24	<p>Checking Submission of Q4 2023 PC-01 Elective Delivery Measure Data</p> <ol style="list-style-type: none"> 1. <i>PC-01</i> aggregate data should display on the PPR. Numbers or zeroes are acceptable. If your report displays “Not Submitted,” these data have not been entered. “Not Submitted” is acceptable if you filed an IPPS Measure Exception Form. See below, under Checking Submission of Q4 2023 Inpatient Clinical Measure Data, for guidance on how to access and run the PPR. 2. To verify your <i>PC-01</i> aggregate rates, run the Facility, State, and National (FSN) Report. <ol style="list-style-type: none"> a. Select Program Reporting from the navigation on the left-hand side of the screen. b. Select Performance Reports from the dropdown. c. Select IQR from the Program dropdown. d. Select Q4 2023 from the Quarter dropdown. e. Click Export CSV. f. View the FSN for your quarterly aggregate rate. 3. For guidance on how to enter the PC-01, data within the HQR Secure Portal, refer to the IQR Program Reference Guide: Entering PC-01 Data via the HQR System. 	<input type="checkbox"/>

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5/15/24	<p>Checking Submission of Q4 2023 Inpatient Clinical Measure Data</p> <ol style="list-style-type: none"> Select Program Reporting from the navigation on the left-hand side of the screen. Select Reporting Requirements from the dropdown. This is where you check to see if your organization is meeting reporting requirements. This encompasses data from <i>QualityNet</i> reports, including eCQM Submission Status, Provider Participation Report (IQR, OQR, IPFQR). Access is dependent upon permissions. Select IQR from the Program dropdown. Select Q4 2023 from the Quarter dropdown. Click Export CSV. View the PPR for the following: <ul style="list-style-type: none"> <input type="checkbox"/> Column M “measure_set” (<i>Measure Set</i>): IQR-SEP <input type="checkbox"/> Column Q “population” (<i>Total Patient Population</i>) and column P “sample” (<i>Total Sample Size</i>) case counts will display using Population and Sampling data. “Not Submitted” means Population and Sampling counts have not been submitted. If submitting, this must be done before the Population and Sampling deadline. Please see the Population and Sampling directions above. <input type="checkbox"/> Column N “total-cases” (<i>Total Cases Accepted</i>) column should be \geq your <i>Total Patient Population</i> and/or column O “total_claims” (<i>Total Medicare Claims</i>) unless you are electing to sample. If your hospital is sampling, ensure the <i>Total Cases Accepted</i> are \geq the minimum sample requirement. <input type="checkbox"/> <i>PC-01 Elective Delivery</i> data are located under columns T through AC. <input type="checkbox"/> <i>HCAHPS Survey Data</i> is located under columns AD through AF. 	<input type="checkbox"/>
5/15/24	<p>Submitting Q4 2023 HCP COVID-19 Vaccination Measure</p> <p>NOTE: Data is entered in the National Healthcare Safety Network (NHSN).*</p> <ol style="list-style-type: none"> Log in to NHSN. Select NHSN Reporting. Select the Healthcare Personnel Safety (HPS) component. Select Vaccination Summary on the left-hand navigation bar. Select COVID-19 Weekly Vaccination Summary. Click on the week you wish to enter data. * Refer to the COVID-19 HCP FAQ document for additional guidance. Enter the required vaccination summary data. Use the Analysis tool, within NHSN, to generate summary reports. <p>Checking Submission of Q4 2023 HCP COVID-19 Vaccination Measure</p> <ol style="list-style-type: none"> <i>HCP COVID-19 Vaccination</i> data should display as “Submitted” on the PPR. See steps 1 through 5 above for guidance on how to access and run the PPR. To verify your <i>HCP COVID-19 Vaccination</i> rate, run the Facility, State, and National (FSN) Report. See step 2 above under Checking Submission of Q4 2023 PC-01 Measure Data. <p>* Refer to the Hospital IQR Program NHSN Checklist for additional information on the NHSN enrollment and data submission processes.</p>	<input type="checkbox"/>
5/15/24	<p>Checking Submission of CY 2023 (January 1- December 31, 2023) Maternal Morbidity Structural Measure (Must be completed even if the hospital does not provide OB services)</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2024</p> <ol style="list-style-type: none"> Click Data Submissions from the navigation on the left-hand side of the screen. Select the Structural Measure tab. Click Data Form. Click IQR. Verify that the Reporting Period is FY 2025 and click on Start. The structural measure data should display as “Submitted” on the PPR. 	<input type="checkbox"/>
5/15/24	<p>Checking Submission of CY 2023 (January 1- December 31, 2023) Hospital Commitment to Health Disparity Structural Measure</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2024</p> <ol style="list-style-type: none"> Click Data Submissions from the navigation on the left-hand side of the screen. Select the Structural Measure tab. Click Data Form. Click IQR. Verify that the Reporting Period is CY 2023/FY 2025 and Click on Start. The structural measure data should display as “Submitted” on the PPR. 	<input type="checkbox"/>

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5/15/24	<p>Submitting Q4 2023/Q1 2024 (FY 2026) HCP Influenza Vaccination Measure NOTE: Data is entered in the National Healthcare Safety Network (NHSN). Refer to the Hospital IQR Program NHSN Enrollment and Data Submission Checklist for guidance on how to enroll and submit the HCP Influenza Measure data to NHSN.</p> <p>Checking Submission of Q4 2023/Q1 2024 HCP Influenza Vaccination Measure</p> <ol style="list-style-type: none"> 1. <i>HCP Influenza Vaccination</i> data should display as “Submitted” on the PPR. The data will only display on the Q1 2024 PPR. <p>To verify your <i>HCP Influenza Vaccination</i> rate, run the Facility, State, and National (FSN) Report. See step 2 above under Checking Submission of Q4 2023 PC-01 Measure Data.</p>	<input type="checkbox"/>
5/15/24	<p>Checking Submission of CY 2023 DACA NOTE: Secure Portal Opens for data entry on April 1, 2024</p> <ol style="list-style-type: none"> 1. Log in to the <i>Hospital Quality Reporting Secure Portal</i> using your HARP User ID and Password. 2. Go to the Dashboard located on the left-hand side of the screen. 3. Click Administration from the navigation on the left-hand side of the screen. 4. Select DACA . 5. Verify that the FY is 2025. 6. Click on the Yes, I Acknowledge. 7. Enter name, position, and date. 8. Click Export Signed DACA PDF to download a copy. <p>The DACA, Column S “daca_completed,” should display as “Submitted” on the PPR.</p>	<input type="checkbox"/>

For questions, contact the IQR Program Support Contractor at (844) 472-4477, (866) 800-8765, or via the Hospital Inpatient Questions and Answers tool at https://cmsqualitysupport.servicenowservices.com/qnet_qa.