

Navigating the IPF Module in the CMS Abstraction & Reporting Tool (CART)

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Purpose

This presentation will provide an overview of the IPF module in the Centers for Medicare & Medicaid Services (CMS) Abstraction & Reporting Tool (CART). This includes steps to:

- Access and install CART.
- Abstract data for the IPFQR Program.
- Export XML files from the IPF module of CART.
- Run reports in CART.
- Upload XML files to the Hospital Quality Reporting (HQR)
 Secure Portal.
- Resolve any issues encountered with CART.

Learning Objectives

Participants will be able to access and use the IPF module of CART to abstract data and export XML files for upload into the *HQR Secure Portal* to ensure compliance with the data submission requirements of the IPFQR Program.

Navigating the IPF Module in the CMS Abstraction & Reporting Tool (CART)

CART Access and Installation

04/20/2023

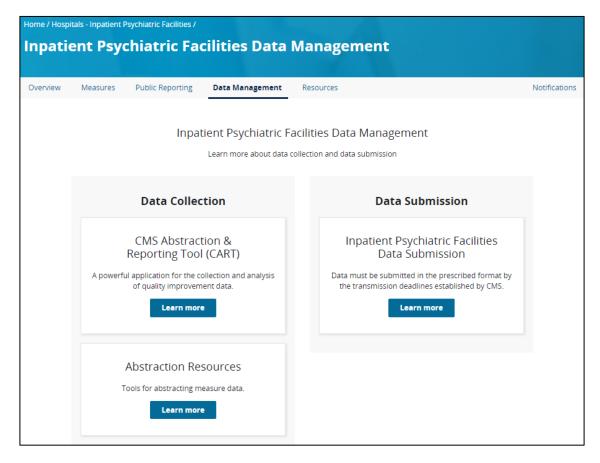
To access the CART pages from the QualityNet home page (https://qualitynet.cms.gov/), click the Inpatient Psychiatric Facilities tile.



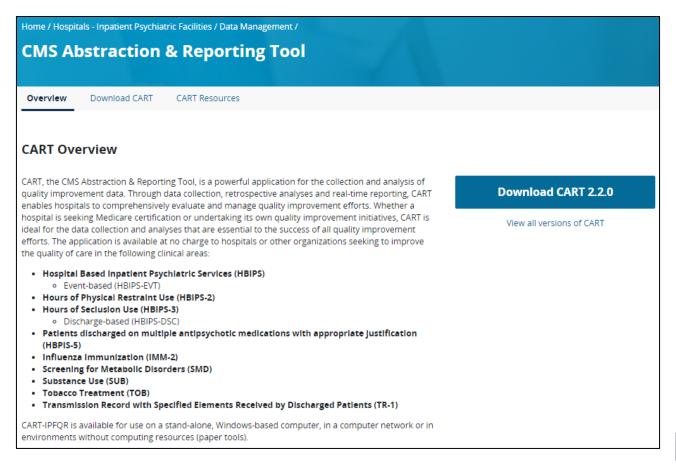
Then, in the top menu, click Data Management.



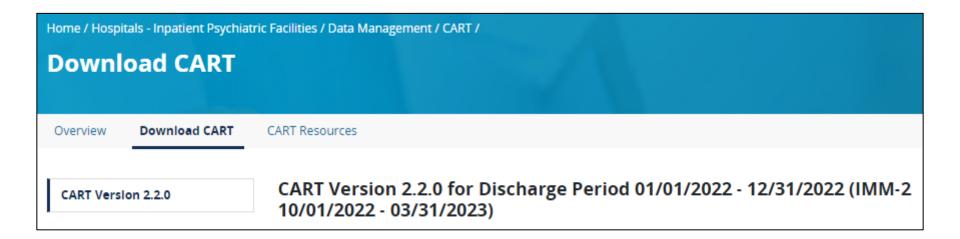
From the Inpatient Psychiatric Facilities Data Management web page, click the Learn More button.



Next, the CART Overview page appears. You can access this directly by visiting: https://qualitynet.cms.gov/ipf/data-management/cart



When you click the Download CART tab, you will see information regarding the latest version of CART. The main header on the page includes the applicable discharge period for that version of the IPF module of CART.

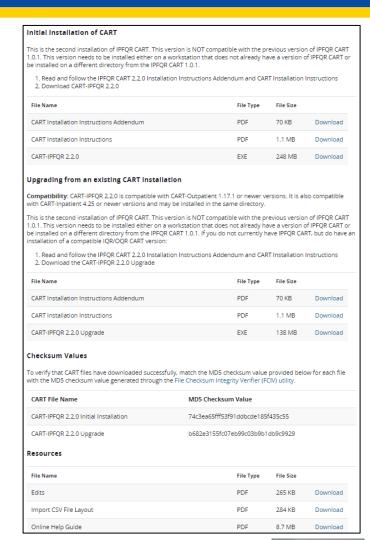


The webpage provides guidance on the following:

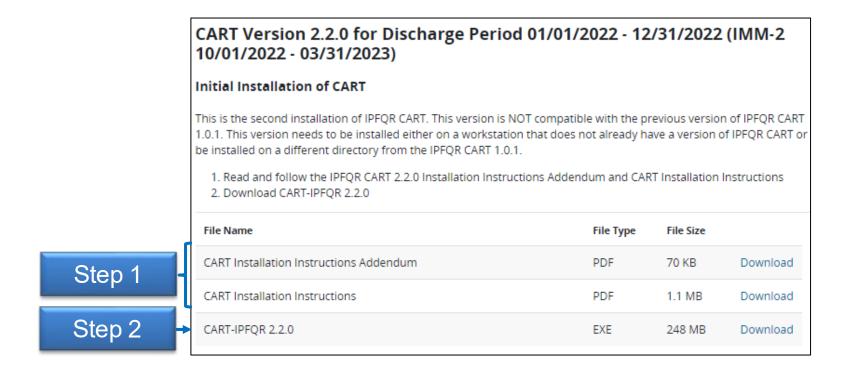
- Initial Installation of CART
- Upgrading from an existing CART installation
- Checksum values

You'll find resources to help with edits, import CSV file layouts, and an online help guide.

CMS recommends review of these resources prior to installation and use of CART.



Refer to the CART Installation Instructions and CART Installation Instructions Addendum for detailed information before downloading CART-IPFQR to your workstation.



CART Installation

Once you complete the CART installation process, this icon will appear on your screen.



If your facility uses CART for multiple quality reporting programs, then you will have a separate icon for each program. We encourage you to update the name of the icon to ensure you are using the appropriate module when abstracting records.

Setting Up Accounts in the IPF Module of CART

- Before a facility can begin abstracting measure data, an administrative account must be created.
- Once the administrative user's account is created, information about the rest of the IPFQR users – with abstractor user status – must be created by the administrative account.
- Do this by clicking Administration in the top menu. Then, select User.
- Functions of the administrative user type include:
 - Setup of accounts for abstractor user types,
 - Entry of the IPF's provider information into the tool,
 - Setup of the reporting period to be abstracted, and
 - Abstraction of measure data.
- The abstractor user type can abstract cases but cannot setup administrative functions in the tool.

Administration Reports Security Abstraction Help

Provider

Patient

Version 2.2.0 vs. Version 2.3.0

Users who have already installed CART 2.2.0 must upgrade to version 2.3.0 in order to abstract for the Q1 2023 IMM-2 measure.

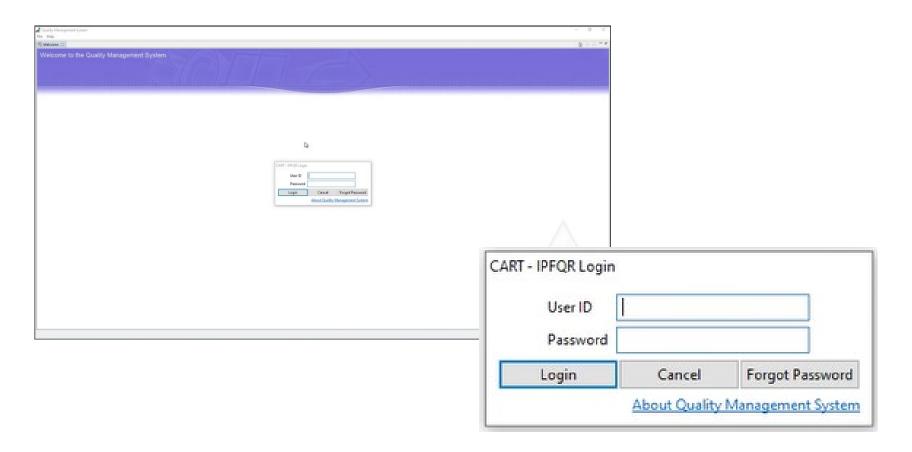
- Be sure to run the upgrade installer over the current installation to retain data abstracted for CY 2022 alongside the Q1 2023 IMM-2 data in the calendar year (CY) 2023 upgrade of CART.
- You must install the upgrade to the existing QMS30 installation.
- Refer to the guidance provided in the CART Installation Instructions and CART Installation Instructions Addendum on the QualityNet IPF Download CART web page for more details.

Navigating the IPF Module in the CMS Abstraction & Reporting Tool (CART)

Abstract Data in the IPF Module in CART

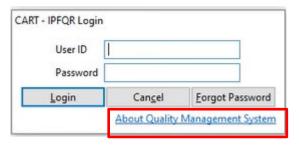
04/20/2023

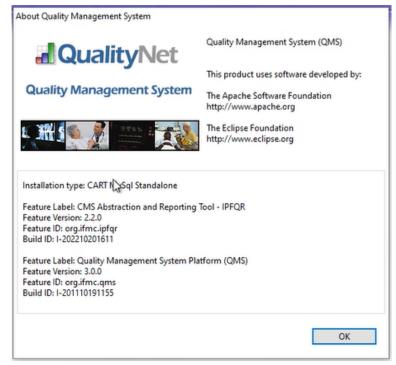
After you double-click on the CART icon, a log in window will appear.



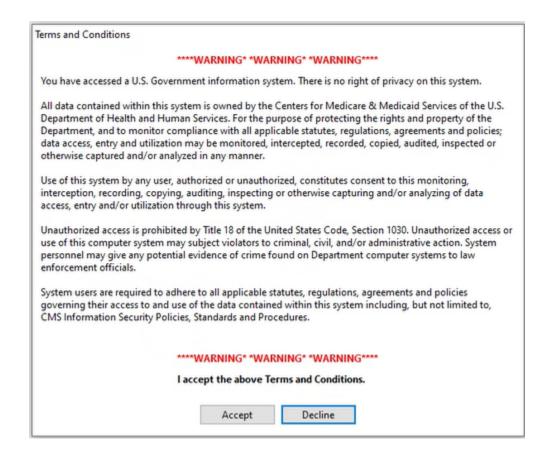
Click the About Quality
Management System link
to view more information
about the version of CART
that is in use.

The Feature Label will specify that this is CART – IPFQR and the build ID indicates when the version was created. The image below shows the build for version 2.2.0 was October 20, 2022.

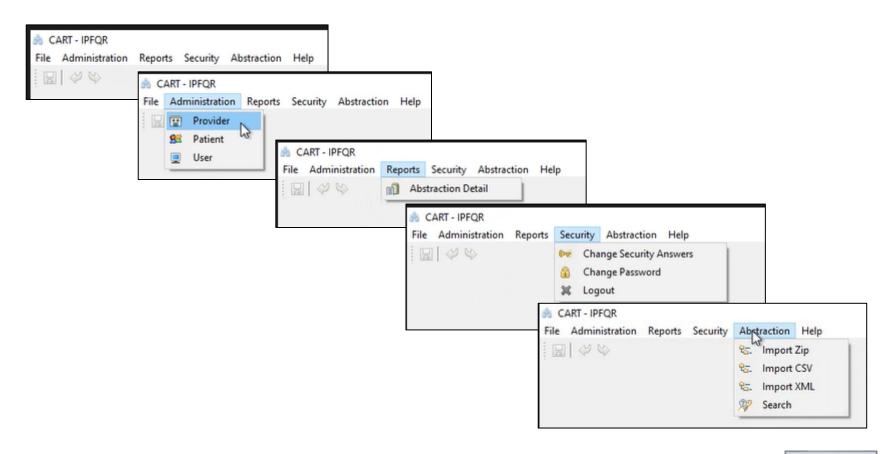




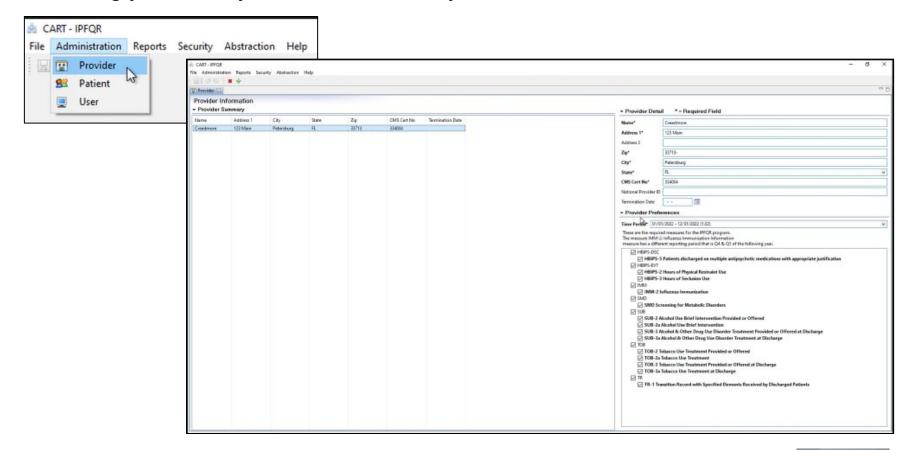
The Terms and Conditions window will appear upon logging in to the system.



Administrative User Menu Items



When you click on Administration > Provider a window will appear with three sections describing your facility: Provider Summary, Provider Detail, and Provider Preferences.

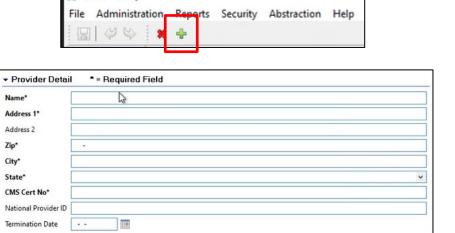


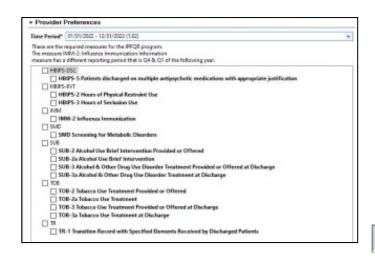
CART - IPFOR

If your abstraction team supports multiple IPFs, then you can add each IPF to CART by clicking the green plus sign on the top left.

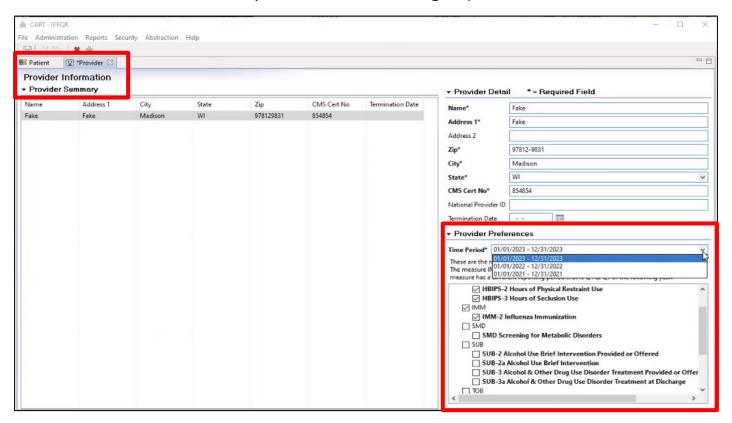
Enter your facility's information in the Provider Detail section.

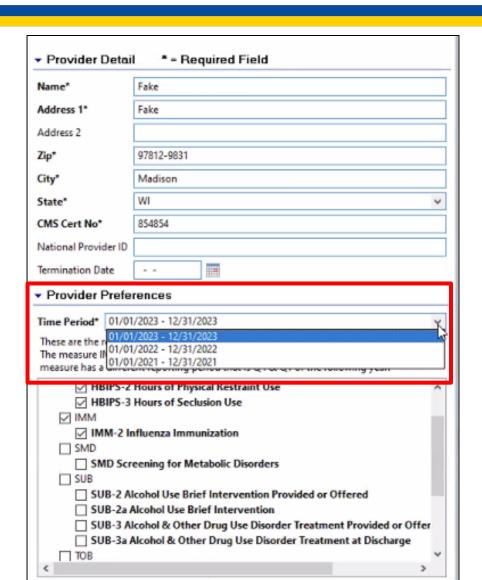
In the Provider Preferences section, select the Time Period (01/01/2022 – 12/31/2022 for the summer 2023 submission period), and select all data sets before clicking the save button.



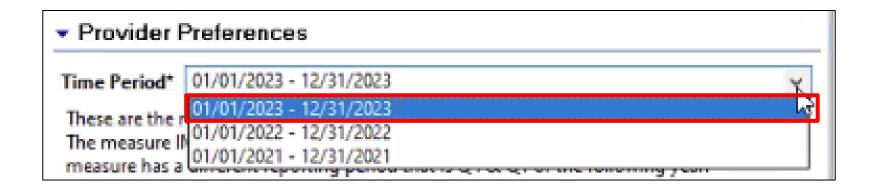


To abstract Q1 2023 IMM-2 cases, go to the Provider tab and update the Time Period field in the provider preferences to CY 2023 dates (01/01/2023–02/31/2023) **before** selecting a patient.

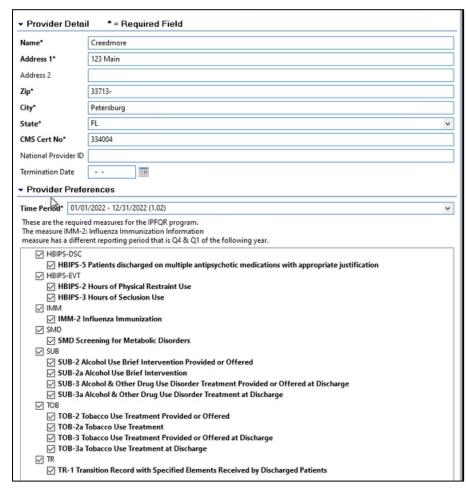




Reminder: You must update the Time Period to 01/01/2023 – 12/31/2023 before selecting a patient to abstract IMM-2 measure data for Q1 2023.



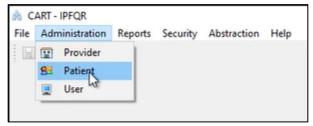
Completed



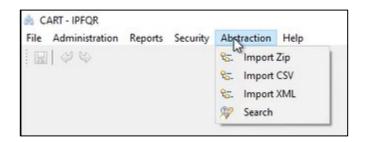
Save icon



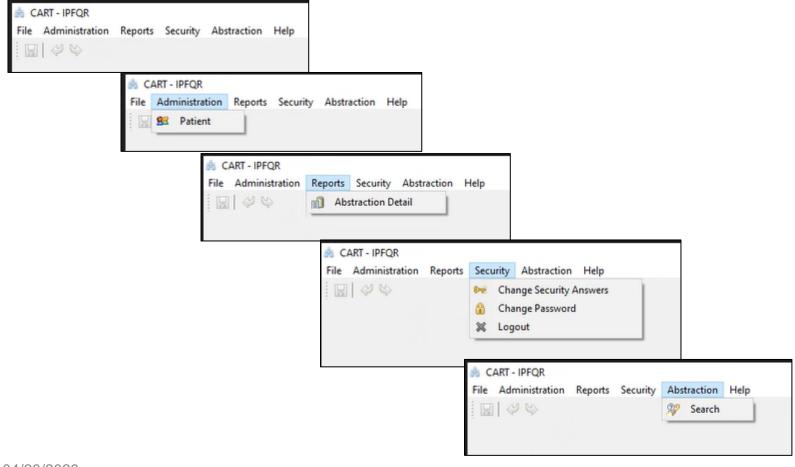
The first image shows how an Administrative user can add a patient's record for abstraction.



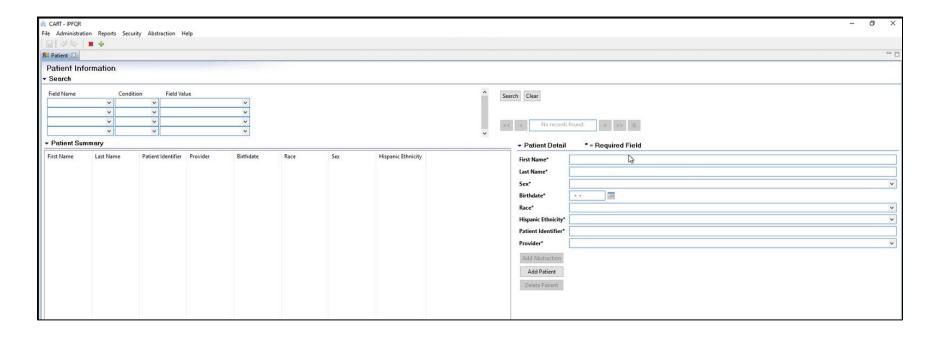
The second image shows the options for importing medical record files into CART for abstraction.



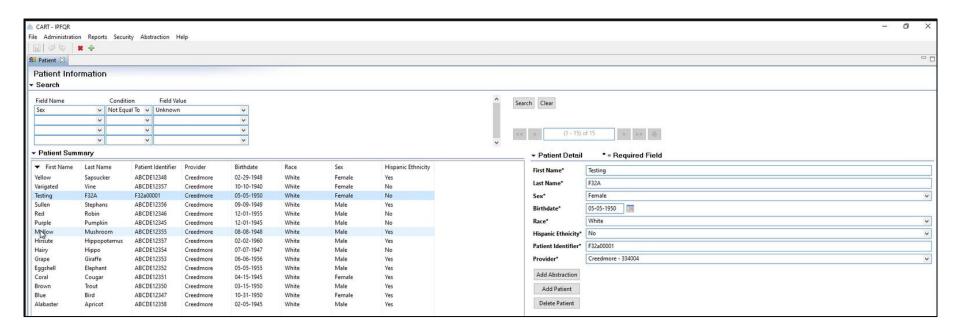
Abstractor User Menu Items



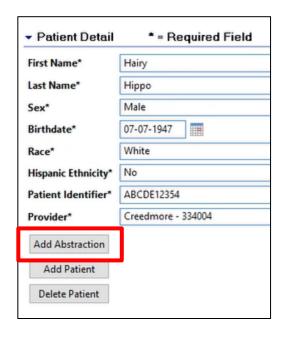
If an Abstractor User selects Abstraction > Search, the following page appears.

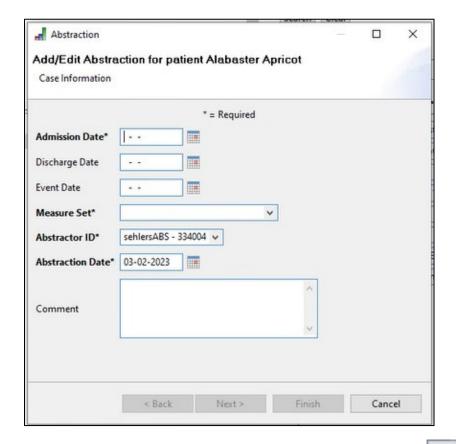


After entering information into the search fields on the left, a list of patients at the facility will be listed in the Patient Summary section on the left. Highlight a patient's name to see Patient Details on the right side of the screen.

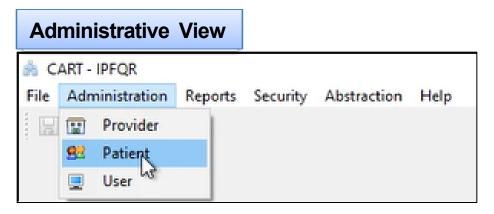


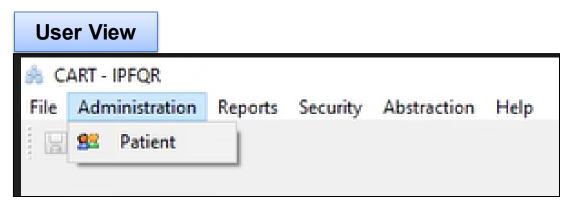
Click the Add Abstraction button and a window will appear.



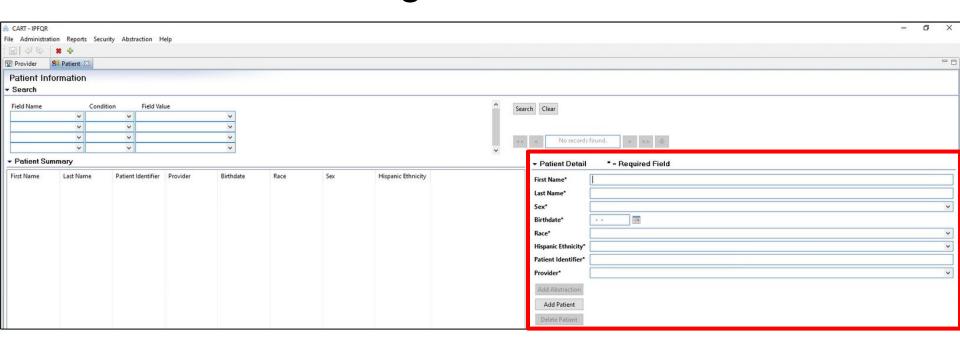


The images below show the Admin view and the User view of adding a patient record for abstraction.

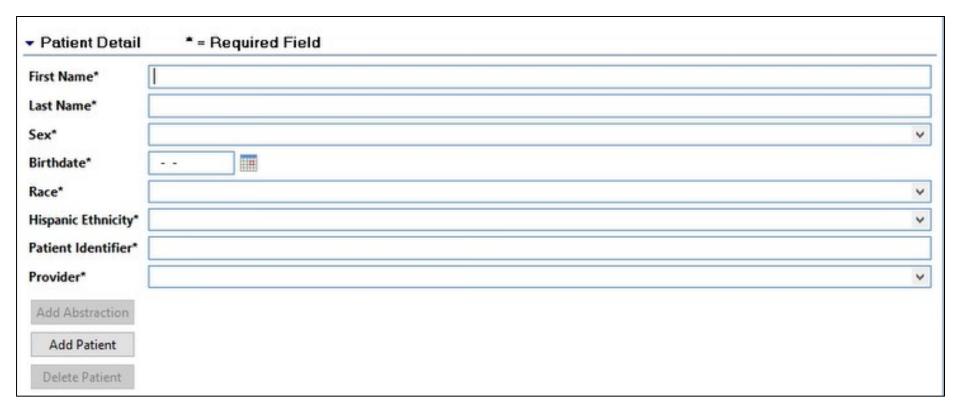




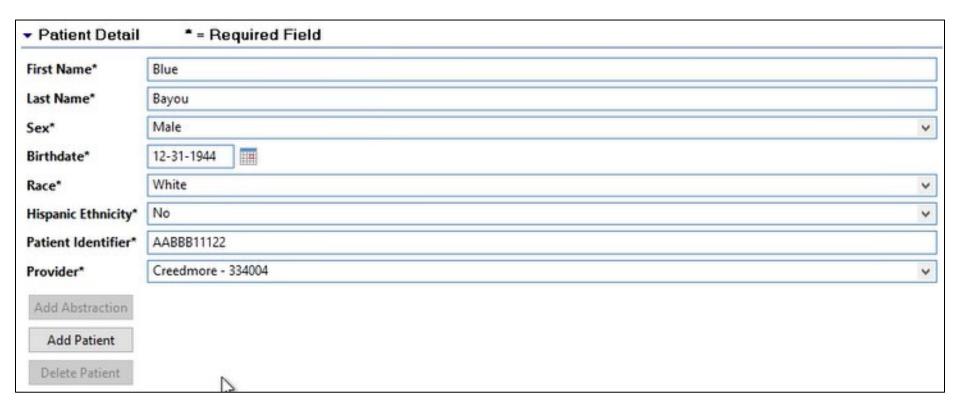
This is an image of the Patient tab.



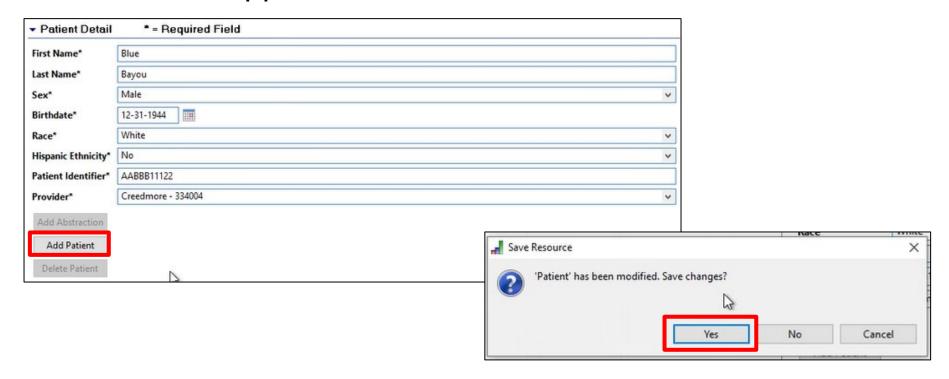
You will enter information into the required fields of the Patient Detail section of the Patient tab.



Here is a completed Patient Detail section.



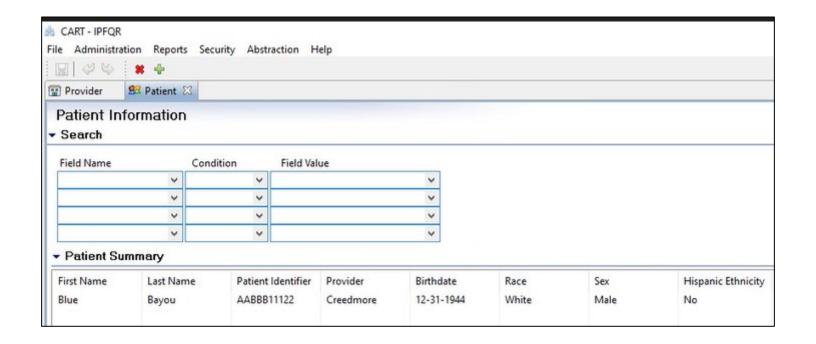
Option 1: Click the Add Patient button. The Save Resource window will appear. Click on Yes.



Option 2: Click save icon in the top left of the main window to save the patient information.



Now the patient will appear in the Patient Summary section of this window.



Abstracting in the IPF Module of CART: Add a New Patient

When you click the green button, the Patient tab will

File Administration Reports Security Abstraction Help

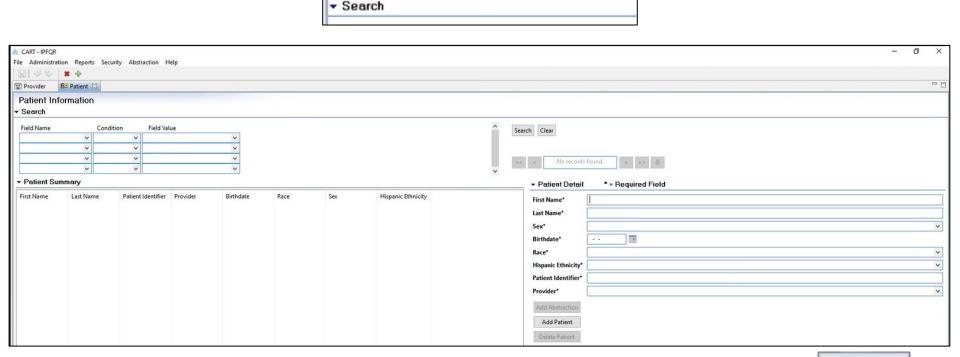
S Patient X

Patient Information

A CART - IPFQR

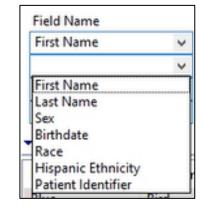
Provider

return to blank.

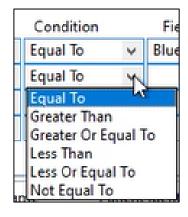


Abstracting in the IPF Module of CART: Search for an Existing Patient

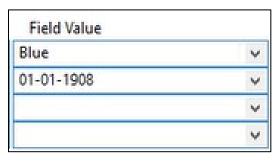
• Select a data element from the Field Name drop-down.



 Select a condition. This varies based on the selected data element.

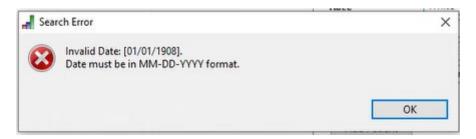


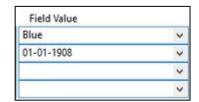
 Type a value to satisfy the search condition in the Field Value.



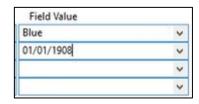
Abstracting in the IPF Module of CART: Search for an Existing Patient

Note that the date must be entered in MM-DD-YYYY format, otherwise the following error message will appear.





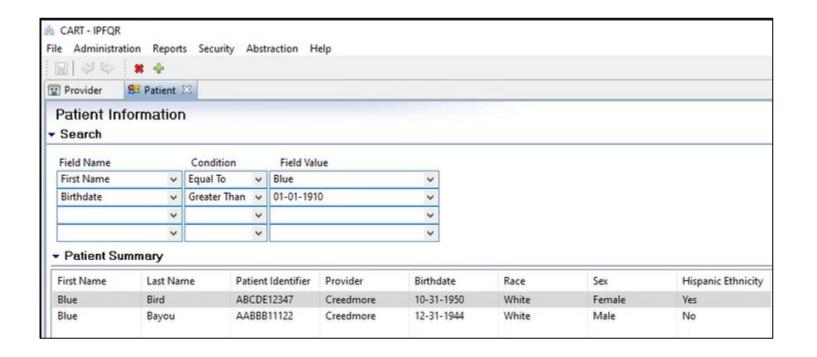




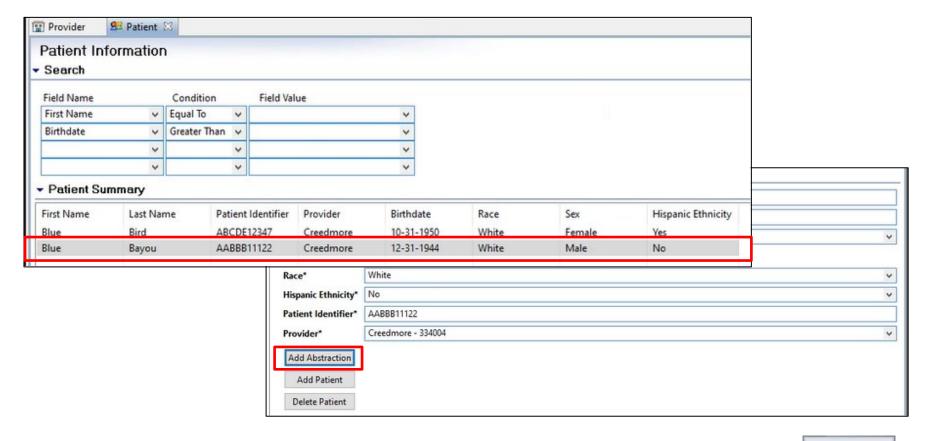
Incorrect

Abstracting in the IPF Module of CART: Search for an Existing Patient

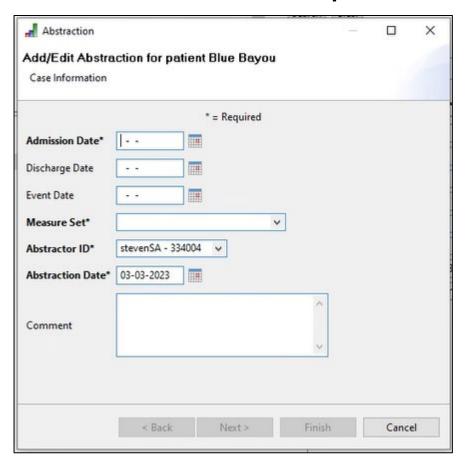
The search fields are joined conditions, so all conditions must be true. In the example below, the results are based on a first name of "Blue" and a birthdate later than January 1, 1910.



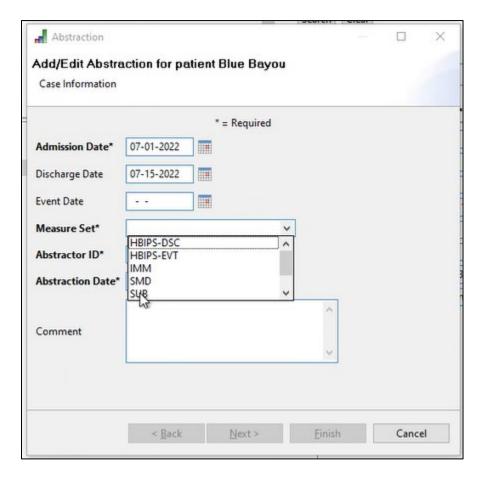
Highlight the name of the patient to abstract, then click the Add Abstraction button in the Patient Detail section.



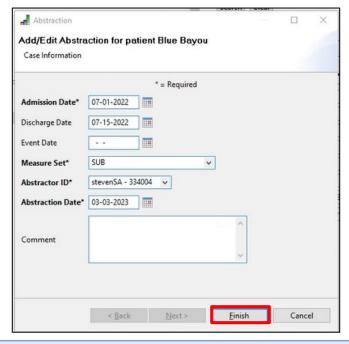
The following window appears, prompting you to enter the information into the required fields.



This example will abstract for the SUB measure set.

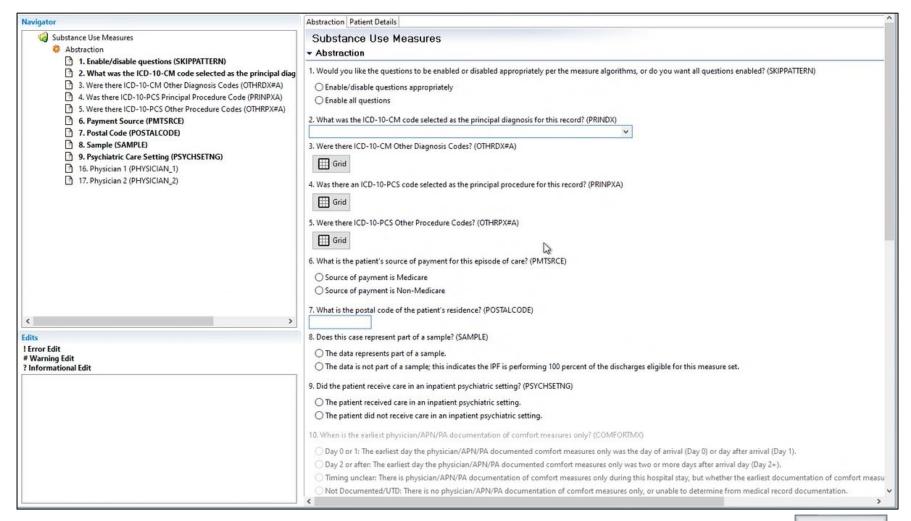


Next, click the Finish button.

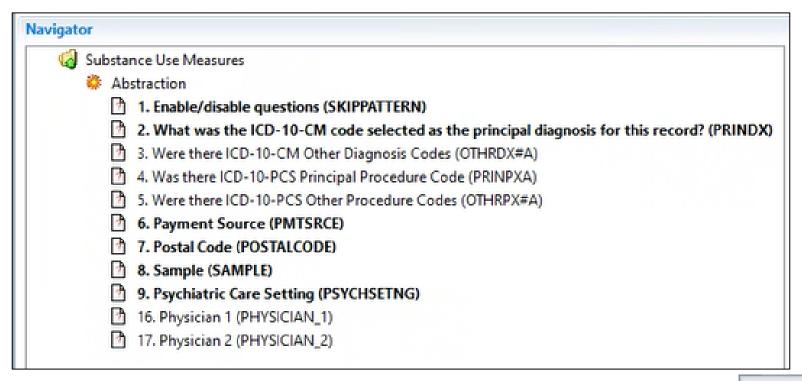


CART-IPF TIP #1

If the Finish button is not highlighted after you enter data into the required fields, hit the Tab key on your keyboard or use your mouse to move the cursor into the Comment field.



On the left side of the screen, you will notice that the required questions are in bold. You must enter a response for each of those questions to proceed through the abstraction.



The Physician 1 and 2 data elements are optional and can be used to capture information that might be helpful in internal analysis.

- The information can be up to 50 letters, numbers, and/or special characters.
- Only the following special characters will be allowed:

 Since the information is for internal analysis only it will not be shared with any external parties in any data output.

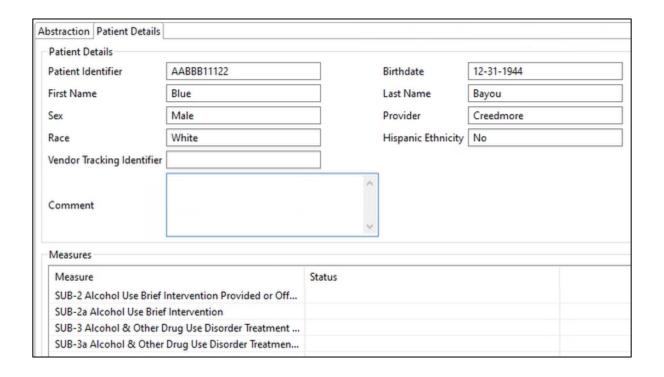
There are three types of edits that may occur based on data entered in to the IPF module.



Refer to the Edits document in the Resource table on the QualityNet IPF Download CART web page.

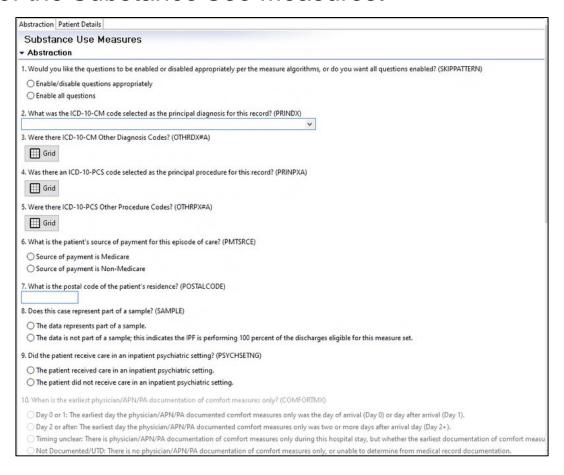
Resources			
File Name	File Type	File Size	
Edits	PDF	265 KB	Download
Import CSV File Layout	PDF	284 KB	Download
Online Help Guide	PDF	8.7 MB	Download

Click on the Patient Details tab to review the patient's demographic information.



Notice that the status column in the Measures section is blank because the abstraction process has not begun for the SUB measure set.

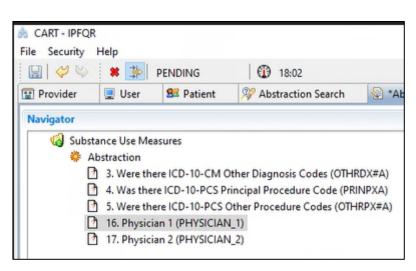
The right-side of the Abstraction tab has the list of questions for the abstraction of the Substance Use Measures.



While abstracting, you have the option to show or hide answered questions.

- Blue highlighted hides.
- Non-highlighted shows answered questions.





For Question #1, select Enable/Disable Questions Appropriately if you want the tool to skip questions that are not applicable to the abstraction based on answers provided.

• For example, if you select "Day 0 or 1..." for the COMFORTMX question (#10), then the tool will skip the next five questions, prompting you to enter the first physician identifier (optional).

Would you like the questions to be enabled or disabled appropriately per the measure algorithms, or do you want all questions enabled? (SKIPPATTERN)

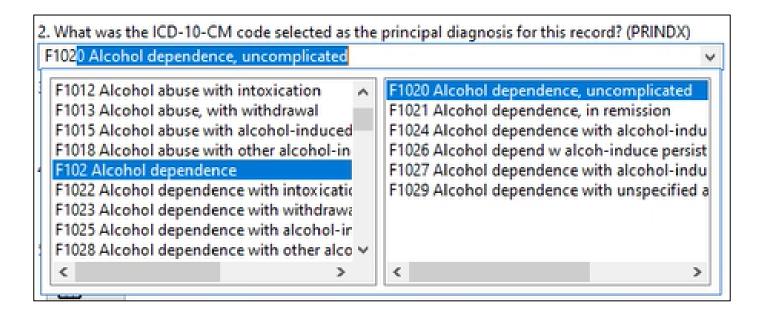
- Enable/disable questions appropriately
- O Enable all questions

If you select Enable All Questions, then you will have the option to answer all questions.

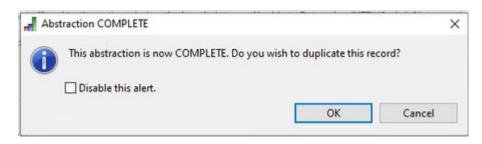
Skip logic example: When the "Day 0 or 1" value is selected for the *Comfort* Measures Only data element, the subsequent questions will automatically become greyed out. This leaves only the optional physician identifier questions to answer.

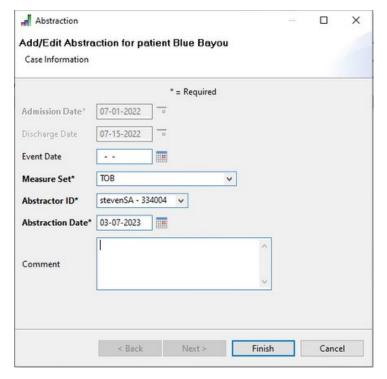
Day 0 or 1: The earliest day the physician/AP	N/PA documented comfort measures only was the day of arrival (Day 0) or day after arrival (Day 1).
O Day 2 or after: The earliest day the physician,	/APN/PA documented comfort measures only was two or more days after arrival day (Day 2+).
○ Timing unclear: There is physician/APN/PA	documentation of comfort measures only during this hospital stay, but whether the earliest documentation of comfort measures only was on day 0 or 1 OR after day 1 is unclear.
O Not Documented/UTD: There is no physician	n/APN/PA documentation of comfort measures only, or unable to determine from medical record documentation.
11. What is the patient's alcohol use status? (ALC	STATUS)
The patient was screened with a validated to	ol within the first day of admission (by end of Day 1) and the score on the alcohol screen indicates no or low risk of alcohol related problems.
The patient was screened with a validated to	of within the first day of admission (by end of Day 1) and the score on the alcohol screen indicates unhealthy alcohol use (moderate or high risk) benefiting from brief intervention.
The patient was screened with a non-validat	ed tool within the first day of admission (by end of Day 1) and the score on the alcohol screen indicates no or low risk of alcohol related problems.
The patient was screened with a non-validat	ed tool within the first day of admission (by end of Day 1) and the score on the alcohol screen indicates unhealthy alcohol use (moderate or high risk) benefiting from brief intervention
The patient refused the screen for alcohol us	se within the first day of admission (by end of Day 1).
The patient was not screened for alcohol use	within the first day of admission (by end of Day 1) or unable to determine from medical record documentation.
The patient was not screened for alcohol use.	within the first day of admission (by end of Day 1) because of cognitive impairment.
 Did patients with a positive screening result for discharge? (BRFINTVTN) 	or unhealthy alcohol use or alcohol use disorder (abuse or dependence) receive a brief intervention prior to
The patient received the components of a br	rief intervention
 The patient refused/declined the brief interv 	ention
Brief counseling was not offered to the paties.	ent during the hospital stay or Unable to Determine (UTD) if a brief intervention was provided from medical record documentation
13. What was the patient's discharge disposition (on the day of discharge? (DISCHGDISP)
○ Home	
O Hospice - Home	
O Hospice - Health Care Facility	
Acute Care Facility	
Other Health Care Facility	
○ Expired	
 Left Against Medical Advice/AMA 	
O Not Documented or Unable to Determine (U	ITD)
14. Was a referral for addictions treatment made	for the patient prior to discharge? (REFADDIX)
The referral to addictions treatment was man	de by the healthcare provider or health care organization at any time prior to discharge.
Referral information was given to the patien	t at discharge, but the appointment was not made by the provider or health care organization prior to discharge.
The patient refused the referral for addiction	s treatment and the referral was not made.
 The patient is being discharged to a residence 	ce outside the USA, is released to a court hearing and does not return, or is being discharged to jail/law enforcement
A referral for addictions treatment was not o	ffered anytime prior to discharge or Unable to Determine (UTD) from the medical record documentation.
15. Was one of the FDA approved medications fo	r alcohol or drug disorder prescribed at discharge? (RXALCDRGMED)
A prescription for an FDA-approved medical	tion for alcohol or drug disorder was given to the patient at discharge
A prescription for an FDA-approved medical	tion for alcohol or drug disorder was offered at discharge and the patient refused
The patient is being discharged to a residence	ce outside the USA, is released to a court hearing and does not return, or is being discharged to jail/law enforcement
A prescription for an FDA-approved medical	tion for alcohol or drug disorder was not offered at discharge; or unable to determine from medical record documentation
16. What is the first physician identifier? (PHYSICI	AN_1)
202	2.7827

For question #2, as you begin typing an ICD-10-CM code for the *Principal Diagnosis* data element, a list of codes will appear. If you highlight a category, the sub-categories of codes will appear in a window to the right.



After you complete the abstraction, click the Save button. The following window appears, giving you the option to duplicate the record for abstraction of another measure set.

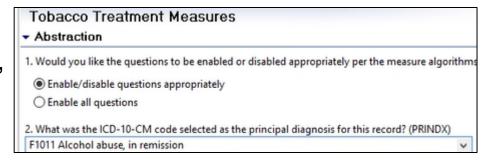


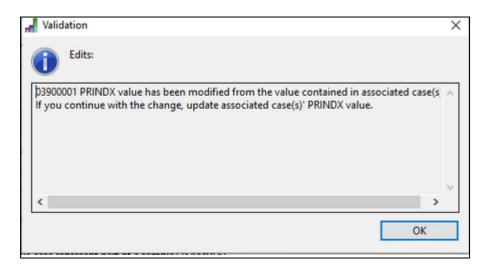


If you are abstracting another measure set for the same patient, click OK. The following window appears.

After updating the required fields, click the tab key. The Finish button appears. Click on Finish to open the abstraction tab for the next measure set.

When abstracting for question #2, any ICD-10-CM code for the *PRINDX* data element that is different from a prior code (for prior measure set abstraction for the same patient during the same IPF stay) takes you to a validation window, prompting you to update the PRINDX value in associated cases.



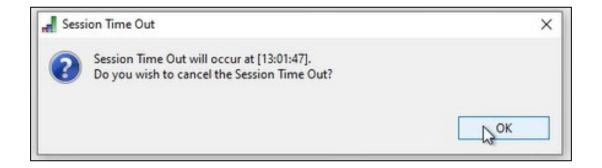


After you save the abstraction click on the Patient Details tab to view the status of the abstraction. The image below shows that the case passed the SUB-2, -2a, -3, and -3a abstractions.

Measure	Status	
SUB-2 Alcohol Use Brief Intervention Provided or Off	Passed - (E)	
SUB-2a Alcohol Use Brief Intervention	Passed - (E)	
SUB-3 Alcohol & Other Drug Use Disorder Treatment	Passed - (E)	
SUB-3a Alcohol & Other Drug Use Disorder Treatmen	Passed - (E)	

Abstracting in the IPF Module of CART: Time Out Message

Note that your session will time out after a set period, and you will receive a warning window.



Remember! Save your work as you go!

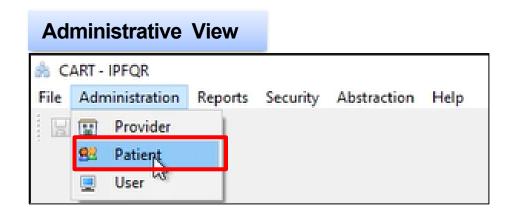
- If you click the Save button before you complete the abstraction, then the tool will retain the most current information entered. You can search the record to continue abstraction later.
- If you step away from your computer and forget to save your work, then you may be logged out and your most recent work will not be retrievable.

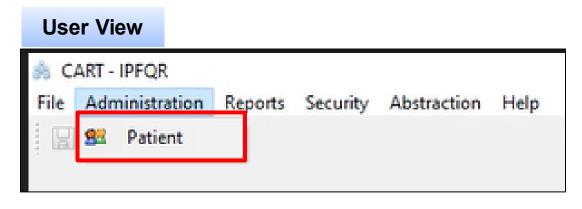
There are two options to open an abstraction in progress (an abstraction that you started but do not complete):

- Option 1: Search by Patient Name
- Option 2: Search by Key Criteria

Option 1: Search by Patient Name

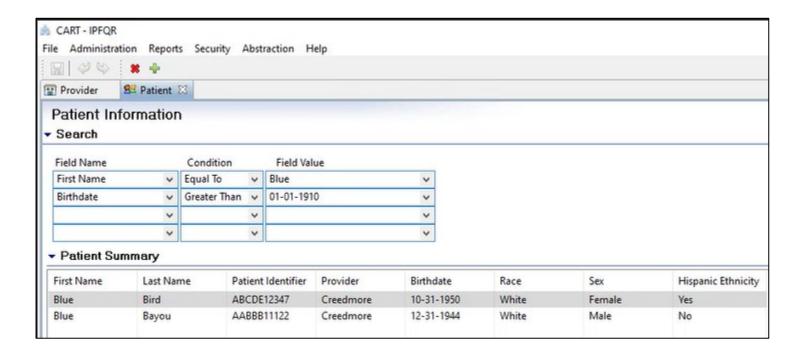
Click Administration in the top menu. Then, select Patient.





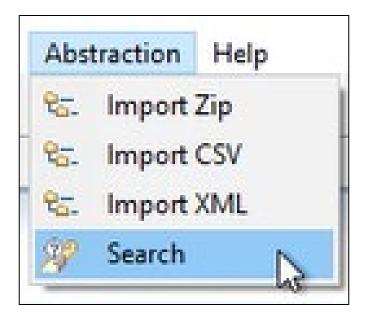
Option 1: Search by Patient Name

Next, enter information into the Patient Information Search fields using guidance described in slides 38–40.

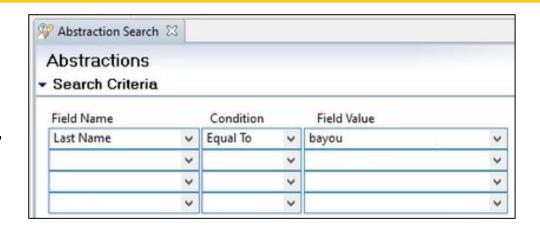


Option 2: Search by Key Criteria

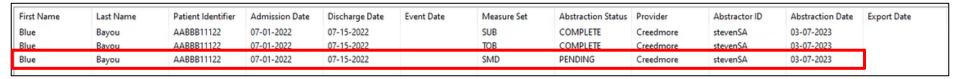
Click Abstraction in the top menu and select Search.



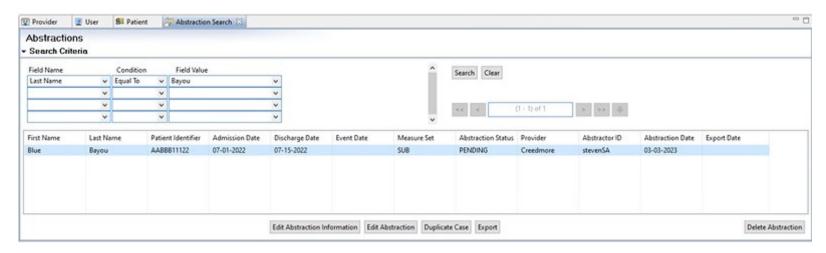
Enter key information about the case in the Search Criteria fields.



Click Search and the incomplete case will appear below the search criteria with an Abstraction Status of PENDING.



Click on the case that you want to complete.



Click Edit Abstraction at the bottom of the page to continue the abstraction process.

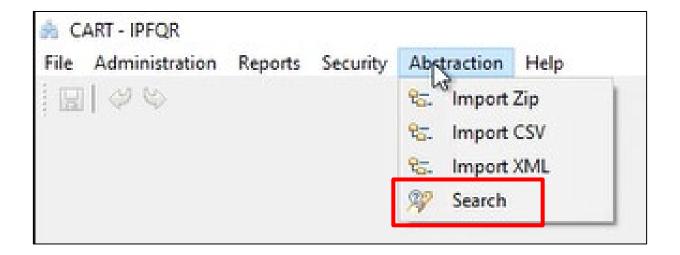


Navigating the IPF Module in the CMS Abstraction & Reporting Tool (CART)

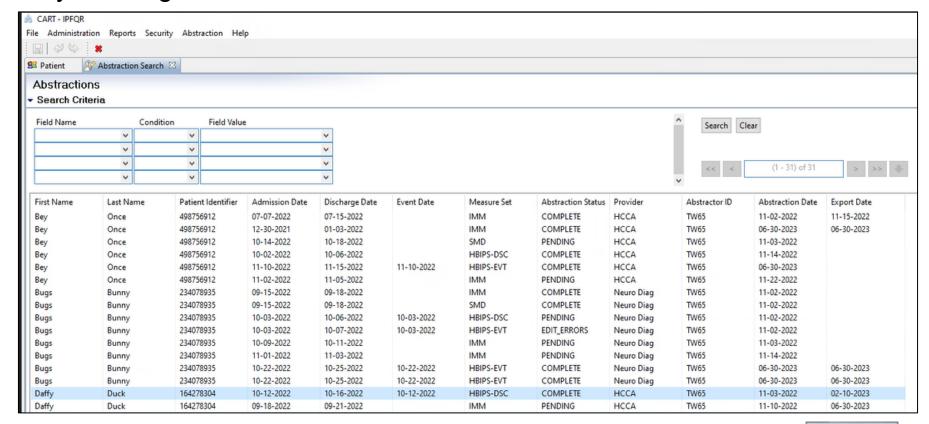
Export XML Files from CART

04/20/2023

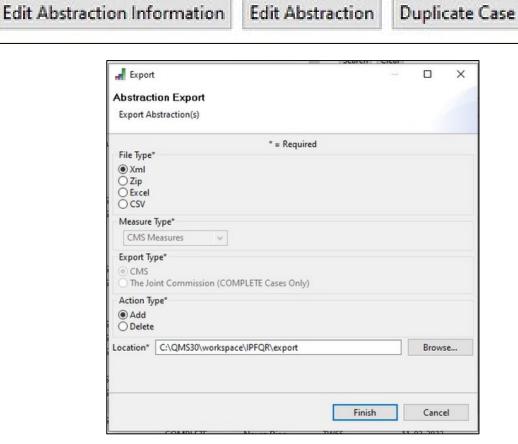
In the top menu, click Abstraction then Search.



Click the Search button on the next window and all abstractions will appear. You may choose to narrow the search for a specific abstraction by entering information in the Search Criteria fields.



After you highlight the case that you want to export into an XML file, click the Export button, and the Abstraction Export window will appear.



Export

The following default selections will appear:

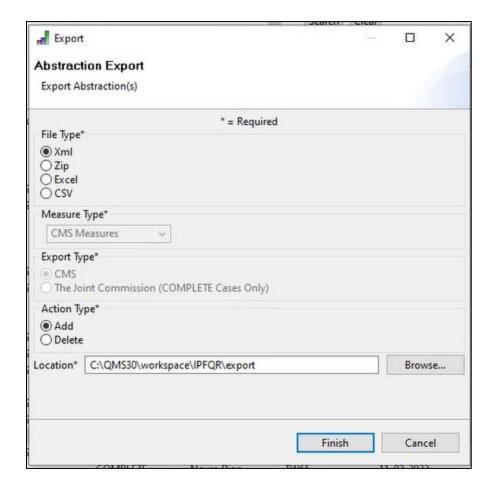
File Type: Xml

Measure Type: CMS Measures

Export Type: CMS

Action Type: Add

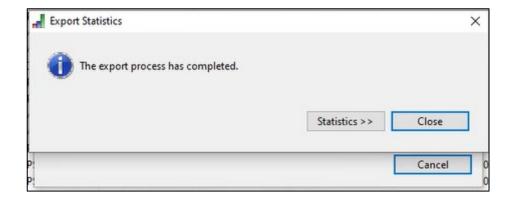
In the Location field, click Browse... to select where the computer will save your files. Otherwise, it will default to an export folder associated with the CART installation, as shown here. Click on Finish.



After you click Finish, two windows will appear:

- Export Statistics appears on top to indicate that the export process is complete.
- The second window shows the number of cases abstracted (1) and the name of the file.

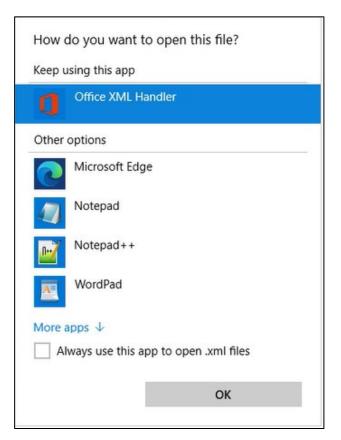
Both windows go away when you click Close in the Export Statistics window.







- Go to the folder where the XML file is saved.
- Double-click on the file and you will be prompted to select an application to use.
- Select Notepad or Notepad
 + + and click the OK button.



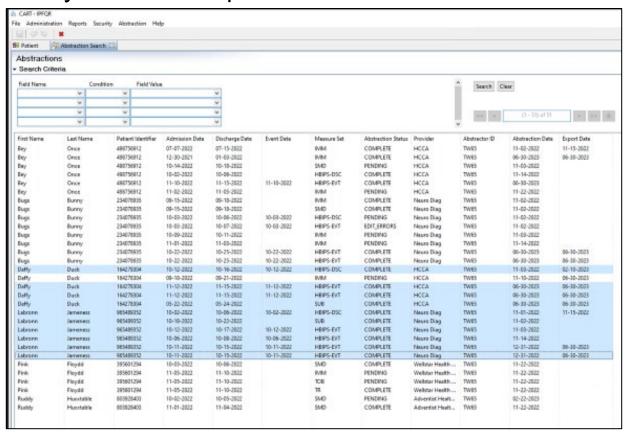
This is an example of an XML file in Notepad.

```
330101_8304_20220522SUB_39212 - Notepad
File Edit Format View Help
<?xml version="1.0" encoding="UTF-8"?>
<submission action-code="ADD" data="CLINICAL" type="IPF" version="1.0">
<file-audit-data>
   <create-date>06-30-2023</create-date>
   <create-time>00:00</create-time>
   <create-by>TW65</create-by>
   <version>2.2.0
   <create-by-tool>CART - IPFQR 2.2.0</create-by-tool>
 </file-audit-data>
 <abstraction-audit-data>
   <abstraction-date>06-30-2023</abstraction-date>
   <abstractor-id>TW65</abstractor-id>
   <total-abstraction-time>125</total-abstraction-time>
   <comment></comment>
 </abstraction-audit-data>
 ovider>
   cprovider-id>330101/provider-id>
     <first-name>Daffy</first-name>
     <last-name>Duck</last-name>
     <br/>
<br/>
dirthdate>11-15-1950</br>
<br/>
/birthdate>
     <sex>M</sex>
     <race>2</race>
     <ethnic>Y</ethnic>
     <postal-code>30339</postal-code>
     <episode-of-care measure-set="SUB">
       <admit-date>05-22-2022</admit-date>
       <discharge-date>05-24-2022</discharge-date>
       <patient-id>164278304</patient-id>
       <detail answer-code="F1010" guestion-cd="PRINDX" row-number="0"/>
       <detail answer-code="1" question-cd="PMTSRCE" row-number="0"/>
       <detail answer-code="Y" question-cd="SAMPLE" row-number="0"/>
       <detail answer-code="Y" question-cd="PSYCHSETNG" row-number="0"/>
       <detail answer-code="4" question-cd="COMFORTMX" row-number="0"/>
       <detail answer-code="2" question-cd="ALCSTATUS" row-number="0"/>
       <detail answer-code="1" question-cd="BRFINTVTN" row-number="0"/>
       <detail answer-code="1" question-cd="DISCHGDISP" row-number="0"/>
       <detail answer-code="1" question-cd="REFADDTX" row-number="0"/>
       <detail answer-code="1" question-cd="RXALCDRGMED" row-number="0"/>
     </episode-of-care>
   </patient>
 </provider>
</submission>
```

This is an example of an XML file viewed in Notepad ++.

```
C:\QMS30\workspace\IPFQR\export\330101_8304_20220522SUB_39212.xml - Notepad++
File Edit Search View Encoding Language Settings Tools Macro Run Plugins Window ?
product.xml 🔀 📙 Date properties 🔀 🔛 Q2_HBIPS3template_Pass.xml 🔀 📃 Q2_HBIPS2template_Pass.xml 🔀 🔛 330101_8304,
        <?xml version="1.0" encoding="UTF-8"?>
      <file-audit-data>
           <create-date>06-30-2023</create-date>
           <create-time>00:00</create-time>
           <create-by>TW65</create-by>
           <version>2.2.0
           <create-by-tool>CART - IPFQR 2.2.0</create-by-tool>
         </file-audit-data>
      <abstraction-audit-data>
           <abstraction-date>06-30-2023</abstraction-date>
           <abstractor-id>TW65</abstractor-id>
           <total-abstraction-time>125</total-abstraction-time>
 14
           <comment></comment>
         </abstraction-audit-data>
         cprovider>
           ovider-id>330101
           <patient>
             <first-name>Daffy</first-name>
             <last-name>Duck</last-name>
             <birthdate>11-15-1950</pirthdate>
             <sex>M</sex>
             <race>2</race>
 24
             <ethnic>Y</ethnic>
             <postal-code>30339</postal-code>
             <episode-of-care measure-set="SUB">
 27
              <admit-date>05-22-2022</admit-date>
              <discharge-date>05-24-2022</discharge-date>
               <patient-id>164278304</patient-id>
               <detail answer-code="F1010" guestion-cd="PRINDX" row-number="0"/>
               <detail answer-code="1" question-cd="PMTSRCE" row-number="0"/>
               <detail answer-code="Y" question-cd="SAMPLE" row-number="0"/>
               <detail answer-code="Y" question-cd="PSYCHSETNG" row-number="0"/>
 34
               <detail answer-code="4" question-cd="COMFORTMX" row-number="0"/>
               <detail answer-code="2" question-cd="ALCSTATUS" row-number="0"/>
               <detail answer-code="1" question-cd="BRFINTVTN" row-number="0"/>
               <detail answer-code="1" question-cd="DISCHGDISP" row-number="0"/>
               <detail answer-code="1" guestion-cd="REFADDTX" row-number="0"/>
               <detail answer-code="1" question-cd="RXALCDRGMED" row-number="0"/>
             </episode-of-care>
 41
           </patient>
 42
         </provider>
       </submission>
 44
```

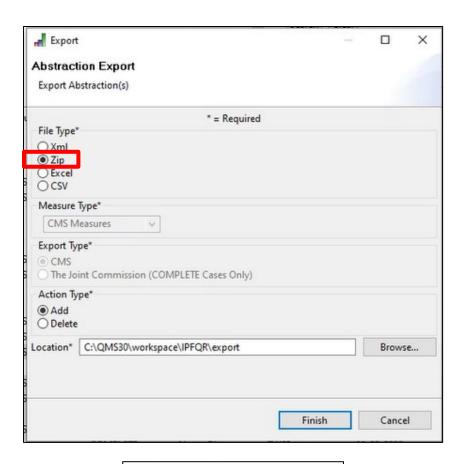
To export multiple cases at once, use your mouse and the Ctrl key to select the files you wish to export.

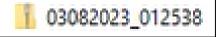


Export multiple cases as individual XML files. Edit Abstraction Information **Edit Abstraction** Duplicate Case Export Abstraction Export Export Abstraction(s) * = Required File Type Xml ○ Zip O Excel Measure Type* CMS Measures Export Type* The Joint Commission (COMPLETE Cases Only) Action Type* O Delete Location* C:\QMS30\workspace\IPFQR\export Browse... Cancel Progress Information Exporting Abstraction(s)

Exporting abstraction (10) 330101_8304_20220522SUB_38065.xml

If you prefer to save the XML files into a ZIP folder, make sure to select Zip under File Type before you click the Finish button. Then, you will find a ZIP folder in the selected location.





Running Reports in CART

Abstraction Detail

The Abstraction Detail Report lists the questions, answers, comments, and abstractor name for an abstraction. It is based on abstractions with a status of Complete, Pending, or Edit_Errors and only includes questions that were answered in the abstraction.



Case Listing by Unique ID

The Case Listing by Unique ID Report lists patient cases abstracted during the requested timeframe and includes all abstraction status (If no data are available for the selected parameters, the report displays header information with the retrieval criteria entered by the user and no hospital data for the displayed columns.)

Report Run Date: 03-22-2023 Page: 1 of 1

Case Listing by Unique ID – Hospital IPFQR

Provider: Test - 123456

Discharge Date Range: 01-01-2023 - 03-01-2023

Measure Set: HBIPS-DSC

Patient Identifier	Admission Date	Discharge Date	Event Date	Physician 1	Physician 2	Abstractor ID
jsmith1	01-01-2023	02-01-2023	null	joe		ctobtest1
jsmith2	01-02-2023	02-02-2023	null	joe		ctobtest1

Measure Summary

The Measure Summary Report provides an aggregate count of category assignments (e.g., excluded, passed, failed, unable to calculate) for each measure by provider.

Report Run Date: 03-22-2023 Page: 1 of 1

> Measure Summary - IPFQR Provider: Test - 123456

> > Physician: ALL

Discharge/Event Date Range: 01-01-2023 - 03-01-2023

Measure Set: HBIPS-DSC

Measure		Excluded		Passed		iled	Unable to Calculate	
HBIPS-DSC								
HBIPS-5 Patients discharged on multiple antipsychotic medications with appropriate justification	0/2	0.0%	1/2	50.0%	1/2	50.0%		

Legend:

Measure Outcome calculation

Excluded = B

Additional Reports Available in CART

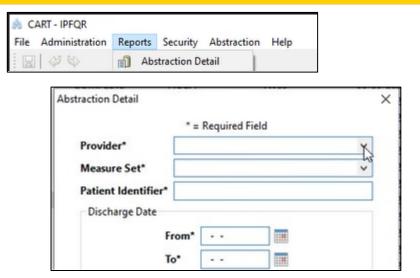
- Measure Failure
- Measure Detail by Physician
- Measures

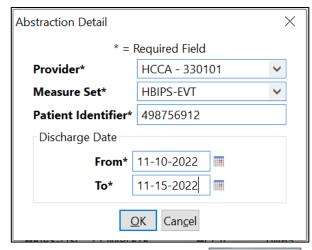
Refer to pages 59–71 of the <u>CMS Abstraction and Reporting</u> <u>Tool (CART) IPFQR Online Help Guide</u> for more details about these reports.

For an Abstraction Detail report, click Reports in the top menu, then select Abstraction Detail.

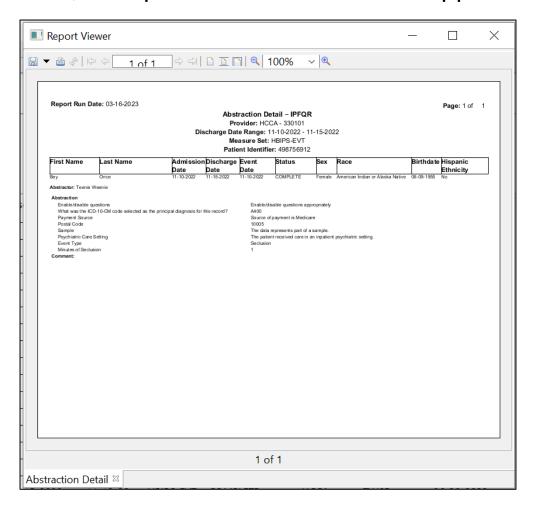
A window will appear with the Provider, Measure Set, Patient Identifier, Discharge Date range fields.

The Provider field will default to your IPF's CMS Certification Number (CCN), if you abstract for one IPF. If you abstract for more than one IPF, the you will need to select which IPF for the report.





Next, a Report Viewer window will appear.



Uploading XML Files into the HQR Secure Portal

Access and Log in to the HQR System

- The HQR system is the only CMS-approved method for submitting IPFQR Program data and the Data Accuracy and Completeness Acknowledgement (DACA).
- CMS highly recommends that all IPFs have at least two people with knowledge of the data to verify the accuracy of the data in the HQR system, even if a vendor enters the data.
- Refer to slides 14–18 in the <u>IPFQR Program: Keys to</u>
 <u>Successful FY 2023 Reporting</u> webinar for instructions to
 log in to the *HQR Secure Portal* during the July 1 –
 August 15 submission period.

Test vs. Production Environment in the *HQR Secure Portal*

Test Environment

- Ensure all data are accurate before uploading into the production environment.
- Validate vendor authorizations.
- Verify whether the XML file layout is correct.
- Review reasons for rejection (i.e., edit messages).
- Review measure set counts.

Production Environment

- Upload clean, actual XML data files for submission to CMS.
- Data from these files will be used to calculate measure numerator, denominator, and rate values.
- Only data submitted into this environment will be submitted to CMS.

Refer to slides 19–34 of the <u>IPFQR Program: Patient Level Reporting</u> webinar for information about how to upload XML files and run reports in the *HQR Secure Portal*.

Steps to Resolve Issues in CART

Troubleshooting

If the system becomes unresponsive, you may notice that you can't select options with your mouse or that you can't type text. You may also see the rolling blue circle. Contact the Center for Clinical Standards and Quality (CCSQ) Service Center by phone (866-288-8912) or email (QNetSupport@cms.hhs.gov) for assistance.

1. Would you like the questions to be enabled or disabled appropriately per the measure algorithms, or do you want all questions enabled? (SKIPPATTERN)

Enable/disable questions appropriately



Troubleshooting

If you run a report and the Report Viewer window appears blank, contact the CCSQ Service Center by phone (866-288-8912) or email (QNetSupport@cms.hhs.gov) for assistance.



Helpful Resources

Acronyms

CART	CMS Abstraction & Reporting Tool	ICD- 10-CM	International Classification of Diseases, Tenth Revision, Clinical Modification
CCN	CMS Certification Number	IMM-2	Influenza Immunization
CCSQ	Center for Clinical Standards and Quality	IPF	inpatient psychiatric facility
CMS	Centers for Medicare & Medicaid Services	IPFQR	Inpatient Psychiatric Facility Quality Reporting
CY	calendar year	Q	quarter
DACA	Data Accuracy and Completeness Acknowledgement	SUB	Substance Use Measures
FY	fiscal year	тов	Tobacco Use
HQR	Hospital Quality Reporting	VIQR	Value, Incentives, and Quality Reporting

Helpful Resources

IPFQR Program Web Pages (Click the icons.)





Helpful Resources

Stay up to date...







...and get answers to your questions.









Thank you!

Continuing Education Approval

This program has been approved for <u>credit</u> for the following boards:

National credit

Board of Registered Nursing (Provider #16578)

Florida-only credit

- Board of Clinical Social Work, Marriage & Family Therapy and Mental Health Counseling
- Board of Registered Nursing
- Board of Nursing Home Administrators
- Board of Dietetics and Nutrition Practice Council
- Board of Pharmacy

Note: To verify approval for any other state, license, or certification, please check with your licensing or certification board.

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