CY 2016 Inpatient Quality Reporting (IQR) – Electronic Health Record (EHR) Alignment Preparation Checklist for eCQM Reporting – QRDA Category I File <u>Testing</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 *QualityNet* Help Desk and obtain a *QualityNet Secure Portal* (*QSP*) account and the EHR Data Upload Role.	
	☐ **Confirm** 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 <u>eCQM Library page</u>.	
	☐ **Download** the most recent version of the Pre-Submission Validation Application (PSVA) Tool and User Guide from the Secure File Transfer (SFT) of the <u>QSP</u> to validate the Certified Electronic Health Record Technology, or CEHRT-generated QRDA Category I files for test submission.	
	NOTE: Submission deadline has been extended from **February 28, 2017** to **March 13, 2017**.	
	NOTE: 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.	
NOW through 3/13/17 11:59 p.m. PT	**Submit Test Files either via the PSVA Tool or directly to the *QSP*.** For questions, contact the *QualityNet* Help Desk.	☐
	☐ **Use the PSVA Tool** - 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 Files 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 Files Details Table.	
	8. **Visit** the QSP to ensure the files were properly uploaded and validated.	
	9. **Review** test data submissions within the *QSP* via the Submission Summary, Submission Detail and eCQM Submission and Performance Reports.	
	☐ **Use the Secure File Transfer (SFT) in the QSP:**	
	1. **Log into** the QSP.	
	2. **Select [Secure File Transfer]** / **[Data Upload]** / **[Testdata 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. **Review** test data submissions within the QSP via the Submission Summary, Submission Detail and eCQM Submission and Performance Reports.	
	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 at (888) 734-6433.