Quarter 3 (Q3) 2020 Hospital Inpatient Quality Reporting (IQR) Program Checklist		
Due	**Task**	**✓**
1/6/21	**Checking Submission of Q3 2020 Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) Data** *HCAHPS Survey Data* should display as **"Yes"** for *July, August*, and *September* on the Provider Participation Report (PPR). Instructions on how to run your PPR can be found in the PPR Reference Guide.	☐
2/1/21	**Submitting Q3 2020 Inpatient Population and Sampling Counts Through the *Hospital Quality Reporting Secure Portal* (applies to chart-abstracted measures only)** 1. **Log in** to the *Hospital Quality Reporting Secure Portal* using your HARP User ID and Password. 2. **Look for** *Hospital Reporting Inpatient/Outpatient* on the Hospital Quality Reporting: My Tasks page; **select** [View/Edit Population & Sampling]. 3. **Enter** your facility's CMS Certification Number (CCN); **click** [Continue]. 4. **Select** Reporting Period [Q2 2020]; **click** [Continue]. 5. **Check** [boxes] for completion: If submitting this data then no box should be blank. If there are no discharges for a measure set, you would enter a zero (0). Be sure to correctly identify the Initial Patient Population (IPP) as defined in the specifications manual to ensure your sample selection includes patients appropriate to the measure population.	☐

2/16/21	**Checking Submission of Q3 2020 Inpatient Data**
	1. **Log in** to the *Hospital Quality Reporting Secure Portal* using your HARP User ID and Password.
	2. **Select** [My Reports] on the Hospital Quality Reporting: My Tasks page; **select** the [Run Report(s)] option.
	3. **Select** [Inpatient] from the *Report Program* drop-down menu; **select** [Hospital Reporting - Feedback Reports] from the *Report Category* drop-down menu; then, **select** [View Reports].
	4. **Run and review** the *Case Status Summary Report* for **Q3 2020** to ensure all submitted cases were accepted.
	5. **Run** the *Submission Detail Report* to review specific cases; **resubmit** any applicable cases.
	6. **Run** and **review** your hospital's PPR to ensure the data has been submitted:
	   A. **Go to** [Run Reports]; then **select** [Inpatient] from the *Report Program* drop-down menu; **select** [Hospital Reporting - Annual Payment Update Reports] from the *Report Category* drop-down menu; then, **select** [View Reports].
	   B. **Run** the *Hospital Reporting - Provider Participation Report* for **Q3 2020**.
	   C. **View** the PPR for the following:
	    ☐ Measure Set: IQR-SEP
	      i. *Total Patient Population* and *Total Sample Size* columns case counts will display using Population and Sampling data. **"No"** 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.
	      ii. *Total Cases Accepted* column should be ≥ your *Total Patient Population* and/or *Total Medicare Claims* column, unless you are electing to sample. If your hospital is sampling, ensure the *Total Cases Accepted* are ≥ the minimum sample requirement.
	    ☐ *PC-01 Elective Delivery** (Clinical Web-Based Measure)*:* Numbers or zeroes are acceptable. If your report displays **"No,"** these data have not been entered. "No" is acceptable if you filed an IPPS Measure Exception Form.
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For questions, contact the Hospital 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.