

Important Notice:

HPMS Memos

There are no active memos. Select the more link to view memos.

[More >](#)

- Complaints Tracking
- Part D Auditing
- PACE Quality Monitoring**
- PACE Classic
- Financial Audit
- Cost Report Audit
- Plan Reporting Data Validation
- Bid Audit



Announcements

There are no active announcements. Select the more link to view archived announcements.

[More >](#)

To enter data manually for a PACE site, on the **PACE Quality Monitoring Start Page** (Figure III-1), click **Data Entry** in the right menu.

Figure III-1


HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 6:12 PM on January 27, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility

Home » PACE Quality Monitoring

PACE Quality Monitoring Start Page




The PACE Quality Monitoring module supports the submission and review of data required by the Centers for Medicare & Medicaid Services (CMS) and the State Administering Agency (SAA) to monitor the quality and performance of each PACE organization.

PACE

- Data Collection**
 - Data Entry
 - Upload Data
 - Edit PACE Sites
 - Request Extension
- Documentation**
 - Upload Instructions
 - Upload Templates and Record Layouts
 - PACE User Guide
 - PACE Level I Guidance
- Reports**
 - PACE Reports

CV 1.23.00

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SELECTION CRITERIA

On the **Data Entry – Selection Criteria** page (Figure III-2), a Contract picklist contains the contracts associated with the user’s PACE organization.

After the user selects the contract for which to enter data, the Site picklist will populate. After the user selects a site, the Collection Period picklist will populate. After selecting a data-collection quarter, click **Next**.

Note: Generally only the current data-collection quarter will display, but in some cases previous periods may display.

Figure III-2

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 11:49 AM on August 9, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry

Data Entry

PACE +

Selection Criteria

Select a Contract

- Z0001 - EXAMPLE CONTRACT 1
- Z0002 - EXAMPLE CONTRACT 2
- Z0003 - EXAMPLE CONTRACT 3
- Z0004 - EXAMPLE CONTRACT 4
- Z0005 - EXAMPLE CONTRACT 5
- Z0006 - EXAMPLE CONTRACT 6
- Z0007 - EXAMPLE CONTRACT 7
- Z0008 - EXAMPLE CONTRACT 8
- Z0009 - EXAMPLE CONTRACT 9
- Z0010 - EXAMPLE CONTRACT 10

Select a Site

- SITE 1
- SITE 2
- SITE 3
- SITE 4
- SITE 5

Select a Collection Period

3rd Quarter, 2016 (Jul. - Sep.)

Next

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CMS

PACE Quality Indicator: Abuse

The PACE Quality Reporting module enables users to report Abuse data. Refer to *PACE Guidance* for operational guidance on reporting Abuse data.

Frequency: PACE organizations are asked to submit Abuse data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Abuse quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Abuse** page (Figure III-45), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-45

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, there is a navigation bar with the HPMS logo and the text 'Health Plan Management System'. To the right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 3:38 AM on August 5, 2016'. Below this is a green navigation menu with buttons for 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', 'Cost Reports', 'Data Extract Facility', and 'Testing Comments'. The main content area has a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Abuse'. The title is 'Data Entry' with a 'PACE' button and a plus sign. Below the title is the word 'Abuse'. The contract details are: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message box states: 'There are currently no Abuse Incidents for this Contract/Site/Period.' Below this, it says 'Use the Back Button to return to the Quality Indicator Selection page.' and provides buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. At the bottom, there is a footer with links: 'Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plugins | Rules Of Behavior | System Requirements | FAQ' and the CMS logo.

On the **Data Entry – Abuse – Add** page (Figure III-46), enter data, and click **Next**.

Figure III-46

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Abuse

Data Entry

PACE +

Abuse - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Type of Abuse:

Person Accused of Abuse:

Was Compliance Maintained with Plan of Care?

Was Compliance Maintained with Participant's Medications?

Was the Participant Receiving Mental Health or Substance Abuse Services Prior to the Incident?

Was Adult Protective Services Notified?

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis')

(Enter up to 5)

Assigned Diagnosis

Add a Diagnosis >>

<< Remove a Diagnosis

<< Remove All

Back

Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length.
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Abuse – Root Cause Analysis** page (Figure III-47), enter data and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-47

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Abuse

Data Entry PACE +

Abuse - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Accused - Diagnosis of Mental Illness
- Accused - History of Alcohol Abuse
- Accused - History of Drug Abuse
- Accused - History of Financial Abuse
- Accused - History of Physical Abuse
- Accused - History of Sexual Abuse
- Caregiver Stress
- Decrease in Center Attendance
- Decrease in Home Care
- Diagnosis of Dementia

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Family/Caregiver
- Education - Participant

Other:

Ongoing Improvements:

- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Medication Evaluation
- Ongoing Abuse Screening

Other:

Attachments

Upload Attachment:

NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

On the **Data Entry – Abuse – Verify** page (Figure III-48), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-48

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Abuse

Data Entry

Abuse - Verify

PACE +

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 55 to 60
Gender: Male
Enrollment Date: 1/1/2016
Incident Date: 5/15/2016
Incident Location: Caregiver/ Family/ Friend – Home

Was the Participant Hospitalized? No
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 3 Day(s) per Week
Type of Abuse: Neglect
Person Accused: Caregiver - Unrelated

Was Compliance Maintained with the Plan of Care? Unknown
Was Compliance Maintained with Participant's Medications? Unknown
Was the Participant Receiving Mental Health or Substance Abuse Services Prior to the Incident? No
Was Adult Protective Services Notified? Yes

Significant Diagnosis: ▪ K82.9

Root Cause Analysis

Contributing Factors: ▪ Lack of Education - Caregiver
Actions Taken: ▪ Implemented Abuse Screening
Ongoing Improvements: ▪ Education - Family/Caregiver
New Attachment: TESTFILE1 with Docx.zip

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ
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A **Control Number** will generate for each Abuse record. The **Data Entry – Abuse** page (Figure III-49) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-49

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Abuse

Data Entry PACE +

Abuse

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Type of Abuse	Person Accused of Abuse	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	615	Unassigned	55 to 60	Male	1/1/2016	5/15/2016	Caregiver/ Family/ Friend - Home	Neglect	Caregiver - Unrelated	No	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: ADVERSE DRUG REACTION

The PACE Quality Reporting module enables users to report Adverse Drug Reaction data. Refer to *PACE Guidance* for operational guidance on reporting Adverse Drug Reaction data.

Frequency: PACE organizations are asked to submit Adverse Drug Reaction data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Adverse Drug Reaction quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Adverse Drug Reaction** page (Figure III-50), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-50

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. The top right shows the user is logged in as 'TEST USER' and provides a timestamp: 'Last logged in at 3:38 AM on August 5, 2016'. A green navigation bar contains several menu items: Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. Below the navigation bar is a breadcrumb trail: 'Home » PACE Quality Monitoring » Data Entry » Adverse Drug Reaction'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. The sub-heading is 'Adverse Drug Reaction'. The page displays the following information: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message states: 'There are currently no Adverse Drug Reactions for this Contract/Site/Period.' Below this message, it says 'Use the Back Button to return to the Quality Indicator Selection page.' and provides buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu with links to 'Home', 'About HPMS', 'Website Accessibility', 'Web Policies', 'File Formats and Plug-Ins', 'Rules Of Behavior', 'System Requirements', and 'FAQ'. It also includes the text 'This is a U.S. Government computer system subject to Federal law.' and the CMS logo.

On the **Data Entry – Adverse Drug Reaction – Add** page (Figure III-51), enter data, and click **Next**.

Figure III-51



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Blids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Adverse Drug Reaction

Data Entry

PACE
+

Adverse Drug Reaction - Add

Contract Number: Z0001
 Contract Name: Z0001 - EXAMPLE CONTRACT 1
 Site Name: EXAMPLE SITE
 Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select "Add an Outcome.")

(Enter all that apply)

Assigned Outcomes

Add an Outcome >>

<< Remove an Outcome

<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select "Add a Diagnosis.")

(Enter up to 5)

Assigned Diagnosis

Add a Diagnosis >>

<< Remove a Diagnosis

<< Remove All

Back


Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Adverse Drug Reaction – Root Cause Analysis** page (Figure III-52), enter data, and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-52

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home > PACE Quality Monitoring > Data Entry > Adverse Drug Reaction

Data Entry

PACE +

Adverse Drug Reaction - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Did Not Make PACE Organization Aware of Known Allergy
- Drug Allergy - Documented in Medical Record
- Drug Allergy - Not Documented in Medical Record
- Drug Interaction
- Failure to Communicate Allergy to Contracted Provider
- Lack of Education - Caregiver
- Lack of Education - Contractor
- Lack of Education - Participant
- Lack of Education - Staff
- Non-Compliance with Medication(s)

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Changes to Medical Record System
- Changes to Medication Prescribing Procedure

Other:

Ongoing Improvements:

- Changes to Medical Record System
- Changes to Medication Prescribing Procedure
- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Adverse Drug Reaction – Verify** page (Figure III-53), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-53

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Adverse Drug Reaction

Data Entry

PACE +

Adverse Drug Reaction - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 65 to 70
Gender: Female
Enrollment Date: 1/5/2016
Incident Date: 5/19/2016
Incident Location: Assisted Living Facility
Was the Participant Hospitalized? Yes - Emergency Department Only
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 3 Day(s) per Week

Adverse Outcome: R55

Significant Diagnosis: T88.7

Root Cause Analysis

Contributing Factors: Drug Interaction

Actions Taken: Assessment - Home Care Coordinator
 Changes to Medical Record System
 Education - Contracted Provider/Facility
 Education - Staff

Ongoing Improvements: Changes to Medical Record System
 Changes to Medication Prescribing Procedure
 Education - Staff

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Adverse Drug Reaction record. The **Data Entry – Adverse Drug Reaction** page (Figure III-54) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-54

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 6, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Adverse Drug Reaction

Data Entry PACE +

Adverse Drug Reaction

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	616	Unassigned	65 to 70	Female	1/5/2016	5/19/2016	Assisted Living Facility	Yes - Emergency Room Only	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: ADVERSE OUTCOME

The PACE Quality Reporting module enables users to report Adverse Outcome data. Refer to *PACE Guidance* for operational guidance on reporting Adverse Outcome data.

Frequency: PACE organizations are asked to submit Adverse Outcome data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Adverse Outcome quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Adverse Outcome** page (Figure III-55), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-55

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Adverse Outcome

Data Entry PACE +

Adverse Outcome

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	617	Unassigned	65 to 70	Male	3/1/2016	5/10/2016	Hospital	Yes - Admitted	Hospitalized - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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CMS

On the **Data Entry – Adverse Outcome – Add** page (Figure III-56), enter data, and click **Next**.

Figure III-56

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Adverse Outcome

Data Entry PACE +

Adverse Outcome - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: TO
Gender: Male Female

Enrollment Date: June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date: June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select 'Add an Outcome')
(Enter all that apply)

Assigned Outcomes

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis')
(Enter up to 5)

Assigned Diagnosis

ICD-10 Guidance:
ICD Code is 3-8 digits in length
Position 1 is alpha
Position 2 is numeric
Position 3 is alpha or numeric (not case sensitive)
Position 4 is a period
Position 5-8 are alpha or numeric (not case sensitive)

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CMS

On the **Data Entry – Adverse Outcome – Root Cause Analysis** page (Figure III-57), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-57

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Adverse Outcome

Data Entry PACE +

Adverse Outcome - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Non-Compliance with Plan of Care - Caregiver
- Non-Compliance with Plan of Care - Contractor
- Non-Compliance with Plan of Care - Participant
- Non-Compliance with Plan of Care - Staff
- PO Does Not Have Applicable Policies or Procedures
- Participant - Cognitive Impairment
- Participant - Illness
- Participant - Mental Health Issues
- Participant Error
- Staff Error

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Changes to Medical Record System
- Changes to Medication Prescribing Procedure
- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center

Other:

Attachments

Upload Attachment: Browse...

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Adverse Outcome – Verify** page (Figure III-58), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-58

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Adverse Outcome

Data Entry

PACE +

Adverse Outcome - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 65 to 70
Gender: Male
Enrollment Date: 3/1/2016
Incident Date: 5/10/2016
Incident Location: Hospital
Was the Participant Hospitalized? Yes - Admitted
Participant's Current Status: Hospitalized - Stable
Center Attendance: 4 Day(s) per Week

Adverse Outcome: ▪ I28

Significant Diagnosis: ▪ I11

Root Cause Analysis

Contributing Factors: ▪ Non-Compliance with Medication(s)

Actions Taken: ▪ Assessment - Home Care Coordinator
▪ Education - Staff

Ongoing Improvements: ▪ Increased Center Attendance

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Adverse Outcome record. The **Data Entry – Adverse Outcome** page (Figure III-59) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-59

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Adverse Outcome

Data Entry PACE +

Adverse Outcome

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	617	Unassigned	65 to 70	Male	3/1/2016	5/10/2016	Hospital	Yes - Admitted	Hospitalized - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

Back Add Edit Delete No Data To Report

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PACE QUALITY INDICATOR: BURNS 2ND DEGREE OR HIGHER

The PACE Quality Reporting module enables users to report Burns 2nd Degree or Higher data. Refer to *PACE Guidance* for operational guidance on reporting Burns 2nd Degree or Higher.

Frequency: PACE organizations are asked to submit Burns 2nd Degree or Higher data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Burns 2nd Degree or Higher quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Burns 2nd Degree or Higher** page (Figure III-60), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-60

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. At the top right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 1:07 PM on August 5, 2016'. Below this is a green navigation bar with tabs for 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', and 'Data Extract Facility'. The 'Quality and Performance' tab is selected. Below the navigation bar is a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Burns 2nd Degree or Higher'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Below this is the sub-heading 'Burns 2nd Degree or Higher'. The page displays the following information: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)'. A message box states: 'There are currently no Burn 2nd Degree or Higher Incidents for this Contract/Site/Period.' Below this message, it says 'Use the Back Button to return to the Quality Indicator Selection page.' and provides buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. At the bottom, there is a footer with links: 'Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ' and 'This is a U.S. Government computer system subject to Federal law.' The CMS logo is in the bottom right corner.

On the **Data Entry – Burns 2nd Degree or Higher – Add** page (Figure III-61), enter data, and click **Next**.

Figure III-61



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 2:59 PM on July 26, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home > PACE Quality Monitoring > Data Entry > Burns 2nd Degree or Higher

Data Entry

PACE +

Burns 2nd Degree or Higher - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

July 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Incident Date:

July 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Type of Burn:

(Enter an ICD-10 Code then select 'Add a Burn Type.'
(Select all that apply))

Assigned Burn Type

Add a Burn Type >>
<< Remove a Burn Type
<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis.'
(Enter up to 5))

Assigned Diagnosis

Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All


Back
Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-ins | Rules of Behavior | System Requirements | FAQ

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On the **Data Entry – Burns 2nd Degree or Higher – Root Cause Analysis** page (Figure III-62), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-62

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Burns 2nd Degree or Higher

Data Entry PACE +

Burns 2nd Degree or Higher - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Adaptive Equipment Not Used
- Decrease in Center Attendance
- Decrease in Home Care
- Delay or Cancellation of Scheduled Home Care
- Diagnosis of Dementia
- Equipment Malfunction
- Fire Extinguisher Malfunction
- Hot Food
- Hot Water
- Improper Food Handling

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: Browse...

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Burns 2nd Degree or Higher – Verify** page (Figure III-63), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-63

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 2:59 PM on July 26, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Burns 2nd Degree or Higher

Data Entry

PACE +

Burns 2nd Degree or Higher - Verify

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Male
Enrollment Date: 7/6/2016
Incident Date: 7/25/2016
Incident Location: Alternative Care Setting - Activity Area
Was the Participant Hospitalized? Yes - Emergency Room Only
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 3 Days per Week

Type of Burn: ▪ T22.2

Significant Diagnosis: ▪ T22.21

Root Cause Analysis

Contributing Factors: ▪ Decrease in Center Attendance

Actions Taken: ▪ Assessment - PT
▪ Assessment - RN
▪ Education - Contracted Provider/Facility
▪ Education - Family/Caregiver
▪ Education - Staff
▪ Implemented Fire/Burn Prevention Programs in Center
▪ Increased Center Attendance

Ongoing Improvements: ▪ Education - Contracted Provider/Facility
▪ Education - Participant
▪ Increased Center Attendance

New Attachment: TESTFILE.docx

Back Submit

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ
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A **Control Number** will generate for each Burn record. The **Data Entry – Burns 2nd Degree or Higher** page (Figure III-64) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-64

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Burns 2nd Degree or Higher

Data Entry PACE +

Burns 2nd Degree or Higher

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	629	Unassigned	70 to 75	Male	7/6/2016	7/25/2016	Alternative Care Setting - Activity Area	Yes - Emergency Room Only	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: DEATHS

The PACE Quality Reporting module enables users to report Deaths data. Refer to *PACE Guidance* for operational guidance on reporting Deaths.

Frequency: PACE organizations are asked to submit Deaths data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Deaths quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Deaths** page (Figure III-65), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-65

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, there is a navigation bar with the HPMS logo and the text 'Health Plan Management System'. To the right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 3:38 AM on August 5, 2016'. Below this is a menu with options: Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. The main content area shows the breadcrumb 'Home > PACE Quality Monitoring > Data Entry > Deaths'. The title is 'Data Entry' with a 'PACE' button and a plus sign. Below the title is the heading 'Deaths'. The contract information is displayed: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message box states 'There are currently no Deaths for this Contract/Site/Period.'. Below this, a note says 'Use the Back Button to return to the Quality Indicator Selection page.' and there are buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains links for 'Home', 'About HPMS', 'Website Accessibility', 'Web Policies', 'File Formats and Plug-ins', 'Rules Of Behavior', 'System Requirements', and 'FAQ', along with the text 'This is a U.S. Government computer system subject to Federal law' and the CMS logo.

On the **Data Entry – Deaths – Add** page (Figure III-66), enter data, and click **Next**.

Figure III-66



TEST USER | User Resources | Log Out | A A A
 Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Deaths

Data Entry

PACE +

Deaths - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select 'Add an Outcome.'
(Enter all that apply))

Assigned Outcomes

Add an Outcome >>
<< Remove an Outcome
<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis.'
(Enter up to 5))

Assigned Diagnosis


Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All

Back
Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Deaths – Root Cause Analysis** page (Figure III-67), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-67

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Deaths

Data Entry

PACE +

Deaths - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Accident (other)
- Alcohol Use
- Attempted Ambulate Unassisted
- Attempted Use of Restroom Unassisted
- Attempted to Stand on Vehicle
- Attempted to Transfer out of Bed Unassisted
- Decrease in Center Attendance
- Decrease in Home Care
- Did Not Maintain Home Environment as Recommended by PO
- Equipment Malfunction

Other:

Actions Taken:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Initiated Contractor Oversight
- Initiated Quality Improvement Activities
- Modified Environment - Assisted Living Facility
- Modified Environment - Hospital
- Modified Environment - Nursing Facility
- Modified Environment - PACE Center

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Implemented Safety Awareness Program
- Ongoing Contractor Oversight
- Ongoing Quality Improvement Activities
- Policy - Implemented a New Policy
- Policy - Revised an Existing Policy
- None

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .dit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Deaths – Verify** page (Figure III-68), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-68

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Deaths

Data Entry

PACE +

Deaths - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 85 to 90
Gender: Male
Enrollment Date: 6/1/2016
Incident Date: 6/10/2016
Incident Location: Assisted Living Facility

Was the Participant Hospitalized? No
Participant's Current Status: Deceased
Center Attendance: 3 Day(s) per Week

Adverse Outcome: ▪ I25.2

Significant Diagnosis: ▪ I14.9

Root Cause Analysis

Contributing Factors: ▪ Unknown

Actions Taken: ▪ Education - Staff

Ongoing Improvements: ▪ Education - Staff

New Attachment:

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A **Control Number** will generate for each Death record. The **Data Entry – Deaths** page (Figure III-69) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-69

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Deaths

Data Entry PACE +

Deaths

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	630	Unassigned	85 to 90	Male	6/1/2016	6/10/2016	Assisted Living Facility	No	Deceased	Yes

Use the Back Button to return to the Quality Indicator Selection page.

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ
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PACE QUALITY INDICATOR: ELOPEMENT

The PACE Quality Reporting module enables users to report Elopement data. Refer to *PACE Guidance* for operational guidance on reporting Elopement data.

Frequency: PACE organizations are asked to submit Elopement data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Elopement quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Elopement** page (Figure III-70), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-70

The screenshot displays the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo and the text "Health Plan Management System". At the top right, it shows the user "TEST USER" with links for "User Resources", "Log Out", and accessibility options "A A A". Below this is a navigation bar with buttons for "Contract Management", "Plan Bids", "Plan Formularies", "Monitoring", "Quality and Performance", "Risk Adjustment", "Cost Reports", "Data Extract Facility", and "Testing Comments". The breadcrumb trail reads "Home » PACE Quality Monitoring » Data Entry » Elopement". The main heading is "Data Entry" with a "PACE" dropdown menu and a "+" icon. Below the heading is the "Elopement" section, which displays the following information: "Contract Number: Z0001", "Contract Name: EXAMPLE CONTRACT 1", "Site Name: EXAMPLE NAME", and "Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)". A message states: "There are currently no Elopements for this Contract/Site/Period." Below this message is a note: "Use the Back Button to return to the Quality Indicator Selection page." and a row of buttons: "Back", "Add", "Edit", "Delete", and "No Data To Report". The footer contains a navigation menu with links for "Home", "About HPMS", "Website Accessibility", "Web Policies", "File Formats and Plug-Ins", "Rules Of Behavior", "System Requirements", and "FAQ", along with the text "This is a U.S. Government computer system subject to Federal law" and the CMS logo.

On the **Data Entry – Elopement – Add** page (Figure III-71), enter data, and click **Next**.

Figure III-71



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management

ACO Management

Plan Bids

Plan Formularies

Monitoring

Quality and Performance

Risk Adjustment

Cost Reports

Data Extract Facility

Testing Comments

Home > PACE Quality Monitoring > Data Entry > Elopement

Data Entry

PACE +

Elopement - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Time of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis')
(Enter up to 5)

Assigned Diagnosis


Back

Next

ICD-10 Guidance:
 ICD Code is 3-8 digits in length
 Position 1 is alpha
 Position 2 is numeric
 Position 3 is alpha or numeric (not case sensitive)
 Position 4 is a period
 Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Elopement – Root Cause Analysis** page (Figure III-72), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-72

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, there is a navigation bar with tabs for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, and Data Extract Facility. The user is logged in as TEST USER, and the page title is "Data Entry - Elopement - Add".

Data Entry PACE +

Elopement - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Decrease in Center Attendance
- Decrease in Home Care
- Diagnosis of Dementia
- Did Not Maintain Home Environment as Recommended by PO
- Equipment Malfunction
- Exit Door Not Alarmed
- Interventions Recommended by IDT Not Implemented
- Lack of Education - Caregiver
- Lack of Education - Contractor
- Lack of Education - Participant

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment:

NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Elopement – Verify** page (Figure III-73), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-73

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Elopement

Data Entry

PACE +

Elopement - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 90 to 95
Gender: Female
Enrollment Date: 4/1/2016
Incident Date: 6/6/2016
Incident Location: Alternative Care Setting
Time of Incident: Morning
Was the Participant Hospitalized? No
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 3 Day(s) per Week
Significant Diagnosis: F03

Root Cause Analysis

Contributing Factors: Diagnosis of Dementia

Actions Taken: Assessment - Activities
Education - Staff
Increased Center Attendance

Ongoing Improvements: Education - Staff

New Attachment: TESTFILE1 with Docx.zip

[Back](#) [Submit](#)

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A **Control Number** will generate for each Elopement record. The **Data Entry – Elopement** page (Figure III-74) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-74

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Elopement

Data Entry PACE +

Elopement

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Time of Incident	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	631	Unassigned	90 to 95	Female	4/1/2016	6/6/2016	Alternative Care Setting	Morning	No	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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CMS
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PACE QUALITY INDICATOR: EQUIPMENT-RELATED OCCURRENCES

The PACE Quality Reporting module enables users to report Equipment-Related Occurrences data. Refer to *PACE Guidance* for operational guidance on reporting Equipment-Related Occurrences.

Frequency: PACE organizations are asked to submit Equipment-Related Occurrences data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Equipment-Related Occurrences quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Equipment-Related Occurrences** page (Figure III-75), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-75

The screenshot displays the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo and name. At the top right, it shows the user 'TEST USER' with options for 'User Resources', 'Log Out', and font size adjustments, along with the last login time: 'Last logged in at 3:38 AM on August 5, 2016'. A green navigation bar contains several menu items: 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', 'Cost Reports', 'Data Extract Facility', and 'Testing Comments'. Below this is a breadcrumb trail: 'Home » PACE Quality Monitoring » Data Entry » Equipment-Related Occurrences'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. The sub-heading is 'Equipment-Related Occurrences'. The page displays the following information: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message states: 'There are currently no Equipment-Related Occurrences for this Contract/Site/Period.' Below this, a note says: 'Use the Back Button to return to the Quality Indicator Selection page.' At the bottom of the main content area are buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a list of links: 'Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ', a disclaimer: 'This is a U.S. Government computer system subject to Federal law', and the CMS logo.

On the **Data Entry – Equipment-Related Occurrences – Add** page (Figure III-76), enter data, and click **Next**.

Figure III-76



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Equipment-Related Occurrences

Data Entry

PACE +

Equipment-Related Occurrences - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date: June 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select "Add an Outcome.")
(Enter all that apply)

Assigned Outcomes

Add an Outcome >>
<< Remove an Outcome
<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select "Add a Diagnosis.")
(Enter up to 5)

Assigned Diagnosis

Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All


Back
Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Root Cause Analysis** page (Figure III-77), enter data, and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-77

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home > PACE Quality Monitoring > Data Entry > Equipment-Related Occurrences

Data Entry

PACE +

Equipment-Related Occurrences - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Decrease in Center Attendance
- Decrease in Home Care
- Equipment Malfunction
- Equipment Not Properly Maintained
- Improper Use of Equipment
- Improper Use of Equipment - Caregiver
- Improper Use of Equipment - Participant
- Improper Use of Equipment - Staff
- Lack of Education - Caregiver
- Lack of Education - Contractor

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Equipment-Related Occurrences – Verify** page (Figure III-78), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-78

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Equipment-Related Occurrences

Data Entry

PACE +

Equipment-Related Occurrences - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Male
Enrollment Date: 5/1/2016
Incident Date: 6/6/2016
Incident Location: Hospital
Was the Participant Hospitalized? Yes - Admitted
Participant's Current Status: Participant Home - Stable
Center Attendance: 3 Day(s) per Week

Adverse Outcome: ▪ t84.01

Significant Diagnosis: ▪ M89.9

Root Cause Analysis

Contributing Factors: ▪ Equipment Not Properly Maintained

Actions Taken: ▪ Modified Environment - Hospital

Ongoing Improvements: ▪ Policy - Revised an Existing Policy
▪ Repaired Equipment

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Equipment-Related Occurrence record. The **Data Entry – Equipment-Related Occurrences** page (Figure III-79) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-79

The screenshot shows the HPMS Health Plan Management System interface. At the top, there is a navigation bar with tabs for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, and Data Extract Facility. The user is logged in as TEST USER, last on August 5, 2016. The breadcrumb trail is Home > PACE Quality Monitoring > Data Entry > Equipment-Related Occurrences. The page title is 'Data Entry' with a 'PACE' button and a plus sign. Below the title, it says 'Equipment-Related Occurrences'. Metadata includes Contract Number: Z0001, Contract Name: EXAMPLE CONTRACT 1, Site Name: EXAMPLE NAME, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). A table with 11 columns (Select, Control #, Account Manager, Age Range, Gender, Enrollment Date, Incident Date, Incident Location, Taken to Hospital?, Participant's Current Status, RCA Complete?) contains one row of data. Below the table, there are buttons for Back, Add, Edit, Delete, and No Data To Report. The footer contains links for Home, About HPMS, Website Accessibility, Web Policies, File Formats and Plug-Ins, Rules Of Behavior, System Requirements, and FAQ, along with a CMS logo and a disclaimer: 'This is a U.S. Government computer system subject to Federal law.'

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home > PACE Quality Monitoring > Data Entry > Equipment-Related Occurrences

Data Entry PACE +

Equipment-Related Occurrences

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	632	Unassigned	70 to 75	Male	5/1/2016	6/6/2016	Hospital	Yes - Admitted	Participant Home - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

Back Add Edit Delete No Data To Report

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CMS

PACE QUALITY INDICATOR: FALLS WITH INJURY

The PACE Quality Reporting module enables users to report Falls with Injury data. Refer to *PACE Guidance* for operational guidance on reporting Falls with Injury.

Frequency: PACE organizations are asked to submit Falls with Injury data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Falls with Injury quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Falls with Injury** page (Figure III-80), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-80

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 2:59 PM on July 26, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Falls with Injury

Data Entry

Falls with Injury

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

There are currently no Falls with Injury for this Contract/Site/Period.

Use the Back Button to return the the Quality Indicator Selection page.


[Back](#) [Add](#) [Edit](#) [Delete](#) [No Data To Report](#)

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On the **Data Entry – Falls with Injury – Add** page (Figure III-81), enter data, and click **Next**.

Figure III-81



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 2:59 PM on July 26, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Falls with Injury

Data Entry

PACE +

Falls with Injury - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: July 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Incident Date: July 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Location of Incident:

Time of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:
(Enter an ICD-10 Code then select 'Add an Outcome')

Assigned Outcomes

Add an Outcome >>

<< Remove an Outcome

<< Remove All

Significant Diagnosis:
(Enter an ICD-10 Code then select 'Add a Diagnosis')

Assigned Diagnosis

Add a Diagnosis >>


<< Remove a Diagnosis

<< Remove All

ICD-10 Guidance:
ICD Code is 3-8 digits in length
 Position 1 is alpha
 Position 2 is numeric
 Position 3 is alpha or numeric (not case sensitive)
 Position 4 is a period
 Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Falls with Injury – Root Cause Analysis** page (Figure III-82), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-82

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Falls with Injury

Data Entry

PACE +

Falls with Injury - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Root Cause Analysis

Contributing Factors:

- Decrease in Center Attendance
- Decrease in Home Care
- Did Not Maintain Home Environment as Recommended by IDT
- Equipment Malfunction
- Equipment Not Properly Maintained
- Hypoglycemia
- Hypotension
- Improper Footwear
- Improper Transfer - Caregiver
- Improper Transfer - Family Member

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .bit, .xlsx, .xslm, .docx, .ppbx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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CMS

On the **Data Entry – Falls with Injury – Verify** page (Figure III-83), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-83

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. At the top right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 2:59 PM on July 26, 2016'. Below this is a green navigation bar with links: 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', and 'Data Extract Facility'. The breadcrumb trail reads 'Home » PACE Quality Monitoring » Data Entry » Falls with Injury'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Below this is 'Falls with Injury - Verify'. The form contains the following information:

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned
Age Range: 70 to 80
Gender: Male
Enrollment Date: 7/1/2016
Incident Date: 7/8/2016
Incident Location: Assisted Living Facility - Bathroom
Time of Incident: Evening
Was the Participant Hospitalized? Yes - Emergency Room Only
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 4 Days per Week

Adverse Outcome: ▪ Z91.81

Significant Diagnosis: ▪ Z91.81

Root Cause Analysis

Contributing Factors: ▪ Hypotension

Actions Taken: ▪ Assessment - RN
▪ Education - Contracted Provider/Facility
▪ Education - Participant
▪ Education - Staff

Ongoing Improvements: ▪ Education - Contracted Provider/Facility
▪ Education - Staff

New Attachment: TESTFILE.docx

At the bottom left are 'Back' and 'Submit' buttons. At the bottom of the page is a footer with navigation links: 'Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ'. Below the links is the text 'This is a U.S. Government computer system subject to Federal law.' and the CMS logo.

A **Control Number** will generate for each Fall record. The **Data Entry – Falls with Injury** page (Figure III-84) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-84

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 2:59 PM on July 26, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Falls with Injury

Data Entry PACE +

Falls with Injury

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Time of Incident	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	598	Unassigned	70 to 80	Male	7/1/2016	7/8/2016	Assisted Living Facility - Bathroom	Evening	Yes - Emergency Room Only	Assisted Living Facility - Stable	Yes

Use the Back Button to return the the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: FIRES/OTHER DISASTERS

The PACE Quality Reporting module enables users to report Fires/Other Disasters data. Refer to *PACE Guidance* for operational guidance on reporting Fires/Other Disasters.

Frequency: PACE organizations are asked to submit Fires/Other Disasters data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Fires/Other Disasters quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Fires/Other Disasters** page (Figure III-85), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-85

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. At the top right, it displays the user 'TEST USER', links for 'User Resources' and 'Log Out', and accessibility icons. Below this is a navigation bar with tabs for 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', 'Cost Reports', 'Data Extract Facility', and 'Testing Comments'. The current page is 'Data Entry' for 'Fires/Other Disasters', with a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Fires/Other Disasters'. A 'PACE' button with a plus sign is visible. The page title is 'Data Entry' and the sub-section is 'Fires/Other Disasters'. It shows contract details: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message states: 'There are currently no Fires/Other Disasters Occurrences for this Contract/Site/Period.' Below this, it says 'Use the Back Button to return to the Quality Indicator Selection page.' and provides buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains links for 'Home', 'About HPMS', 'Website Accessibility', 'Web Policies', 'File Formats and Plug-Ins', 'Rules Of Behavior', 'System Requirements', and 'FAQ', along with a CMS logo and a disclaimer: 'This is a U.S. Government computer system subject to Federal law.'

On the **Data Entry – Fires/Other Disasters – Add** page (Figure III-86), enter data, and click **Next**.

Figure III-86



TEST USER | User Resources | Log Out | A A
 Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACD Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Fires/Other Disasters

Data Entry

PACE +

Fires/Other Disasters - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date: ≤ June 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select 'Add an Outcome'.)
(Enter all that apply)

Assigned Outcomes

Add an Outcome >>
<< Remove an Outcome
<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis'.)
(Enter up to 5)

Assigned Diagnosis


Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All

Back
Next

ICD-10 Guidance:

ICD Code is 3-8 digits in length
 Position 1 is alpha
 Position 2 is numeric
 Position 3 is alpha or numeric (not case sensitive)
 Position 4 is a period
 Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Fires/Other Disasters – Root Cause Analysis** page (Figure III-87), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-87

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Fires/Other Disasters

Data Entry

PACE

Fires/Other Disasters - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Adaptive Equipment Not Used
- Decrease in Center Attendance
- Decrease in Home Care
- Delay or Cancellation of Scheduled Home Care
- Diagnosis of Dementia
- Did Not Maintain Home Environment as Recommended by IDT
- Equipment Malfunction
- Equipment Not Properly Maintained
- Fire Extinguisher Malfunction
- Improper Food Handling

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

On the **Data Entry – Fires/Other Disasters – Verify** page (Figure III-88), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-88

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Fires/Other Disasters

Data Entry

PACE +

Fires/Other Disasters - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Male
Enrollment Date: 5/1/2016
Incident Date: 6/4/2016
Incident Location: Community
Was the Participant Hospitalized? Yes - Admitted
Participant's Current Status: Participant Home - Improving
Center Attendance: 4 Day(s) per Week

Adverse Outcome: ▪ T59.81

Significant Diagnosis: ▪ J70.5

Root Cause Analysis

Contributing Factors: ▪ Unknown

Actions Taken: ▪ Assessment - RN
▪ Education - Contracted Provider/Facility
▪ Education - Family/Caregiver

Ongoing Improvements: ▪ Medication Change
New Attachment: TESTFILE2 with Docx.zip

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ
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A **Control Number** will generate for each Fire/Other Disaster record. The **Data Entry – Fires/Other Disasters** page (Figure III-89) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-89

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Fires/Other Disasters

Data Entry PACE +

Fires/Other Disasters

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	621	Unassigned	70 to 75	Male	5/1/2016	6/4/2016	Community	Yes - Admitted	Participant Home - Improving	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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CMS

PACE QUALITY INDICATOR: FOODBORNE OUTBREAK

The PACE Quality Reporting module enables users to report Foodborne Outbreak data. Refer to *PACE Guidance* for operational guidance on reporting Foodborne Outbreak data.

Frequency: PACE organizations are asked to submit Foodborne Outbreak data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Foodborne Outbreak quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Foodborne Outbreak** page (Figure III-90), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-90

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. At the top right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 3:38 AM on August 5, 2016'. Below this is a navigation bar with buttons for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. The main content area has a breadcrumb trail: Home > PACE Quality Monitoring > Data Entry > Foodborne Outbreak. Below the breadcrumb is the title 'Data Entry' and a 'PACE' button with a plus sign. The section is titled 'Foodborne Outbreak'. It lists the following details: Contract Number: Z0001, Contract Name: EXAMPLE CONTRACT 1, Site Name: EXAMPLE NAME, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). A message states: 'There are currently no Foodborne Outbreak Incidents for this Contract/Site/Period.' Below this message is a note: 'Use the Back Button to return to the Quality Indicator Selection page.' At the bottom of the main content area are buttons for Back, Add, Edit, Delete, and No Data To Report. The footer contains links for Home, About HPMS, Website Accessibility, Web Policies, File Formats and Plug-Ins, Rules Of Behavior, System Requirements, and FAQ, along with the CMS logo and the text 'This is a U.S. Government computer system subject to Federal law'.

On the **Data Entry – Foodborne Outbreak – Add** page (Figure III-91), enter data, and click **Next**.

Figure III-91

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Foodborne Outbreak

Data Entry

PACE +

Foodborne Outbreak - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Incident Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Number of Participants Affected:

Were the Participants Hospitalized?

Number of Participants Hospitalized:

Location of Incident:

Participants' Current Status:
(Select all that apply)

- Assisted Living Facility - Deteriorating
- Assisted Living Facility - Improving
- Assisted Living Facility - Stable
- Caregiver/ Family/ Friend - Deteriorating
- Caregiver/ Family/ Friend - Improving
- Caregiver/ Family/ Friend - Stable
- Deceased
- Hospice - Critical
- Hospice - Deteriorating
- Hospice - Improving

Incident Reported To:

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On the **Data Entry – Foodborne Outbreak – Root Cause Analysis** page (Figure III-92), enter data, and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-92

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Foodborne Outbreak

Data Entry

PACE +

Foodborne Outbreak - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Contaminated at Source
- Cross-Contamination
- Dented Can
- Diagnosis of Dementia
- Did Not Maintain Home Environment as Recommended by IDT
- Environmental/Sanitary Issues
- Food - Not Cooked to Proper Temperature
- Food - Not Maintained at Proper Temperature
- Improper Food Handling
- Improper Food Storage

Other:

Type of Pathogen:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment:

NOTE: Valid attachment file types are: .txt, .xls, .xlsx, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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CMS
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On the **Data Entry – Foodborne Outbreak – Verify** page (Figure III-93), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-93

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Foodborne Outbreak

Data Entry

PACE +

Foodborne Outbreak - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Incident Date: 6/3/2016
Number of Participants Affected: 3
Were the Participant(s) Hospitalized? Yes - Emergency Department Only
Number of Participants Hospitalized: 1
Incident Location: Community

Participants' Current Status:

- Assisted Living Facility - Improving

Incident Reported To: Reported to State and Local Authorities and CDC

Root Cause Analysis

Contributing Factors:

- Improper Food Storage

Pathogen: Salmonella

Actions Taken:

- Assessment - Dietary
- Assessment - RN
- Education - Family/Caregiver

Ongoing Improvements:

- Increased Center Attendance
- Increased Home Care
- Medication Change

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Foodborne Outbreak record. The **Data Entry – Foodborne Outbreak** page (Figure III-94) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-94

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 1:07 PM on August 5, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Foodborne Outbreak

Data Entry PACE +

Foodborne Outbreak

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Incident Date	Participants Affected	Taken to Hospital?	Participants Hospitalized	Incident Location	Participants' Current Status	Incident Reported to?	RCA Complete?
<input type="radio"/>	622	Unassigned	6/3/2016	3	Yes - Emergency Room Only	1	Community	Assisted Living Facility - Improving	Reported to State and Local Authorities and CDC	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES

PACE QUALITY INDICATOR: INFECTIOUS DISEASE OUTBREAK

The PACE Quality Reporting module enables users to report Infectious Disease Outbreak data. Refer to *PACE Guidance* for operational guidance on reporting Infectious Disease Outbreak data.

Frequency: PACE organizations are asked to submit Infectious Disease Outbreak data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Infectious Disease Outbreak quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Infectious Disease Outbreak** page (Figure III-95), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-95

The screenshot displays the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. The top right shows the user 'TEST USER' with links for 'User Resources', 'Log Out', and 'A A', and a timestamp 'Last logged in at 3:38 AM on August 5, 2016'. A green navigation bar contains buttons for 'Contract Management', 'Plan Bids', 'Plan Formularies', 'Monitoring', 'Quality and Performance', 'Risk Adjustment', 'Cost Reports', 'Data Extract Facility', and 'Testing Comments'. Below this is a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Infectious Disease Outbreak'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. The sub-heading is 'Infectious Disease Outbreak'. The page lists details: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message states: 'There are currently no Infectious Disease Outbreak Incidents for this Contract/Site/Period.' Below this, a note says 'Use the Back Button to return to the Quality Indicator Selection page.' and a row of buttons includes 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu with links like 'Home', 'About HPMS', 'Website Accessibility', etc., and the CMS logo with the text 'This is a U.S. Government computer system subject to Federal law.'

On the **Data Entry – Infectious Disease Outbreak – Add** page (Figure III-96), enter data, and click **Next**.

Figure III-96

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Infectious Disease Outbreak

Data Entry PACE +

Infectious Disease Outbreak - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Incident Date:

<	June 2016							>
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
29	30	31	1	2	3	4		
5	6	7	8	9	10	11		
12	13	14	15	16	17	18		
19	20	21	22	23	24	25		
26	27	28	29	30	1	2		
3	4	5	6	7	8	9		

Number of Participants Affected:

Were the Participants Hospitalized?

Number of Participants Hospitalized:

Location of Incident: Alternative Care Setting
 Assisted Living Facility
 Caregiver/ Family/ Friend – Home
 Community
 Contracted Facility or Provider - Not Listed Above
 Hospital
 Inpatient Hospice
 Nursing Facility
 PACE Center
 Participant Home

Participants' Current Status: Assisted Living Facility - Deteriorating
 Assisted Living Facility - Improving
 Assisted Living Facility - Stable
 Caregiver/ Family/ Friend - Deteriorating
 Caregiver/ Family/ Friend - Improving
 Caregiver/ Family/ Friend - Stable
 Deceased
 Hospice - Critical
 Hospice - Deteriorating
 Hospice - Improving

Incident Reported To:

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On the **Data Entry – Infectious Disease Outbreak – Root Cause Analysis** page (Figure III-97), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-97

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Infectious Disease Outbreak

Data Entry

PACE +

Infectious Disease Outbreak - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Contact with Infected non-PACE Participants
- Did Not Receive Vaccination - Not Available
- Did Not Receive Vaccination - Not Offered
- Did Not Receive Vaccination - Participants' request
- Environmental/Sanitary Issues
- Exposure to Infected Blood Products
- Improper Hand Washing
- Ineffective Infection Control Practices
- Infected Participants Attending the Center
- Lack of Education - Caregiver

Other:

Type of Pathogen:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Change in Infection Control/Sanitation Practices - Contractor
- Change in Infection Control/Sanitation Practices - PACE Center
- Change in Infection Control/Sanitation Practices - Participant
- Change in Infection Control/Sanitation Practices - Vehicles
- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Effectuated Participants Not Attending PACE Center
- Increased Center Attendance

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Infectious Disease Outbreak – Verify** page (Figure III-98), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-98

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Infectious Disease Outbreak

Data Entry

PACE +

Infectious Disease Outbreak - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Incident Date: 5/18/2016
Number of Participants Affected: 3
Were the Participant(s) Hospitalized? Yes - Emergency Department Only
Number of Participants Hospitalized: 2

Incident Location: ▪ Assisted Living Facility

Participants' Current Status: ▪ Assisted Living Facility - Improving

Incident Reported To: Reported to State and Local Authorities

Root Cause Analysis

Contributing Factors: ▪ Contact with Infected non-PACE Participants
Pathogen:

Actions Taken: ▪ Assessment - Activities
▪ Education - Contracted Provider/Facility

Ongoing Improvements: ▪ Change in Infection Control/Sanitation Practices - Contractor
▪ Education - Staff

New Attachment: TESTFILE1 with Docx.zip

Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ
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A **Control Number** will generate for each Infectious Disease Outbreak record. The **Data Entry – Infectious Disease Outbreak** page (Figure III-99) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-99

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 3:36 PM on August 8, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Infectious Disease Outbreak

Data Entry PACE +

Infectious Disease Outbreak

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Incident Date	Participants Affected	Taken to Hospital?	Participants Hospitalized	Incident Location	Participants' Current Status	Incident Reported to?	RCA Complete?
<input type="radio"/>	623	Unassigned	5/18/2016	3	Yes - Emergency Room Only	2	▪ Assisted Living Facility	▪ Assisted Living Facility - Improving	Reported to State and Local Authorities	No

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: MEDIA-RELATED EVENT

The PACE Quality Reporting module enables users to report Media-Related Event data. Refer to *PACE Guidance* for operational guidance on reporting Media-Related Event data.

Frequency: PACE organizations are asked to submit Media-Related Event data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Media-Related Event quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Media-Related Event** page (Figure III-100), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-100

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, the HPMS logo and 'Health Plan Management System' are on the left, and user information 'TEST USER | User Resources | Log Out | A A' and 'Last logged in at 3:38 AM on August 5, 2016' are on the right. A green navigation bar contains buttons for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. Below this, a breadcrumb trail reads 'Home > PACE Quality Monitoring > Data Entry > Media-Related Event'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Underneath is 'Media-Related Event'. Contract details are listed: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message box states: 'There are currently no Media-Related Event Incidents for this Contract/Site/Period.' Below this, a note says 'Use the Back Button to return to the Quality Indicator Selection page.' and a row of buttons: 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu with links like 'Home', 'About HPMS', 'Website Accessibility', etc., and the CMS logo.

On the **Data Entry – Media-Related Event – Add** page (Figure III-101), enter data, and click **Next**.

Figure III-101



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management

ACO Management

Plan Bids

Plan Formularies

Monitoring

Quality and Performance

Risk Adjustment

Cost Reports

Data Extract Facility

Testing Comments

Home » PACE Quality Monitoring » Data Entry » Media-Related Event

Data Entry

PACE +

Media-Related Event - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Incident Date:

June 2016						
<						>
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Number of Participants Affected:

Were the Participants Hospitalized?

Number of Participants Hospitalized:

Participants' Current Status:
(Select all that apply)

- Assisted Living Facility - Deteriorating
- Assisted Living Facility - Improving
- Assisted Living Facility - Stable
- Caregiver/ Family/ Friend - Deteriorating
- Caregiver/ Family/ Friend - Improving
- Caregiver/ Family/ Friend - Stable
- Deceased
- Hospice - Critical
- Hospice - Deteriorating
- Hospice - Improving

Media Reporting the Event:
(Select all that apply)


- Book
- Magazine – Local
- Magazine – National
- Movie
- Newspaper – Local
- Newspaper – National
- Radio – Local
- Radio – National
- Social Media
- Television – Local
- Television – National
- Website

Media Details:
(Max. length 4000 char.)

(Include names of websites, tv stations, radio stations, or newspapers.)
(Include any web addresses.)

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On the **Data Entry – Media-Related Event – Root Cause Analysis** page (Figure III-102), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-102

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, there is a navigation bar with the HPMS logo and the text "Health Plan Management System". To the right, it displays "TEST USER | User Resources | Log Out | A A A" and "Last logged in at 7:01 AM on July 29, 2016". Below this is a green navigation menu with tabs for "Contract Management", "Plan Bids", "Plan Formularies", "Monitoring", "Quality and Performance", "Risk Adjustment", and "Data Extract Facility". The breadcrumb trail reads "Home » PACE Quality Monitoring » Data Entry » Media-Related Event".

The main content area is titled "Data Entry" and includes a "PACE" button with a plus sign. Below this is the "Media-Related Event - Add" section, which contains the following information:

- Contract Number: Z0001
- Contract Name: EXAMPLE CONTRACT 1
- Site Name: EXAMPLE NAME
- Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

The "Root Cause Analysis" section consists of three dropdown menus, each with an "Other:" text input field:

- Contributing Factors:** Abuse - Alleged, Abuse - Substantiated, Access to Care, Closure of ACS, Closure of PACE Center, Closure of PACE Organization, Criminal Activity - Alleged, Criminal Activity - Substantiated, Decrease in Center Attendance, Decrease in Home Care.
- Actions Taken:** Assessment - Activities, Assessment - Dietary, Assessment - Home Care Coordinator, Assessment - OT, Assessment - PCP, Assessment - PT, Assessment - RN, Assessment - SW, Contacted Caregiver/Family, Contacted Media.
- Ongoing Improvements:** Expanded Provider Network, Increased Center Attendance, Increased Home Care, Increased PT or OT, Increased Staff at Contracted Provider/Facility, Increased Staff at PACE Center, Medication Change, Medication Evaluation, Ongoing Contractor Oversight, Ongoing Press Releases.

The "Attachments" section features an "Upload Attachment:" label, a text input field, and a "Browse..." button. A note below states: "NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml".

At the bottom of the form are "Back" and "Next" buttons. Below these is the "Root Cause Analysis Guidance:" section, which contains the following text:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

The footer of the page includes a navigation bar with links for "Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ" and the text "This is a U.S. Government computer system subject to Federal law." The CMS logo is also present in the bottom right corner.

On the **Data Entry – Media-Related Event – Verify** page (Figure III-103), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-103

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Media-Related Event

Data Entry

PACE +

Media-Related Event - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Incident Date: 4/18/2016
Number of Participants Affected: 4
Were the Participant(s) Hospitalized? No
Number of Participants Hospitalized: 0

Participants' Current Status:

- Assisted Living Facility - Improving

Media Reporting Event:

- Newspaper – Local

Media Details: Test background on media report.

Root Cause Analysis

Contributing Factors:

- Fraud - Alleged

Actions Taken:

- Contacted Caregiver/Family
- Contacted Media

Ongoing Improvements:

- Increased Center Attendance
- Policy - Implemented a New Policy
- Policy - Revised an Existing Policy

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Media-Related Event record. The **Data Entry – Media-Related Event** page (Figure III-104) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-104

HPMS Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 3:36 PM on August 8, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Media-Related Event

Data Entry PACE +

Media-Related Event

Contract Number: Z0001
 Contract Name: EXAMPLE CONTRACT 1
 Site Name: EXAMPLE NAME
 Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Incident Date	Participants Affected	Taken to Hospital?	Participants Hospitalized	Participants' Current Status	Media Reporting Event	RCA Complete?
<input type="radio"/>	624	Unassigned	4/18/2016	4	No	0	▪ Assisted Living Facility - Improving	▪ Newspaper - Local	Yes

Use the Back Button to return to the Quality Indicator Selection page.

[Back](#) [Add](#) [Edit](#) [Delete](#) [No Data To Report](#)

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PACE QUALITY INDICATOR: MEDICATION-RELATED OCCURRENCES

The PACE Quality Reporting module enables users to report Medication-Related Occurrences data. Refer to *PACE Guidance* for operational guidance on reporting Medication-Related Occurrences.

Frequency: PACE organizations are asked to submit Medication-Related Occurrences data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Medication-Related Occurrences quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Medication-Related Occurrences** page (Figure III-105), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-105

The screenshot displays the HPMS Health Plan Management System interface. At the top left is the HPMS logo. The top right shows the user 'TEST USER' with links for 'User Resources', 'Log Out', and accessibility icons, along with the text 'Last logged in at 3:38 AM on August 5, 2016'. A green navigation bar contains menu items: Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. Below this is a breadcrumb trail: Home » PACE Quality Monitoring » Data Entry » Medication-Related Occurrences. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. The sub-heading is 'Medication-Related Occurrences'. The page displays contract details: Contract Number: Z0001, Contract Name: EXAMPLE CONTRACT 1, Site Name: EXAMPLE NAME, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). A message states: 'There are currently no Medication-Related Occurrences for this Contract/Site/Period.' Below this, a note says 'Use the Back Button to return to the Quality Indicator Selection page.' and a row of buttons includes 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu with links like 'Home', 'About HPMS', 'Website Accessibility', etc., and the CMS logo.

On the **Data Entry – Medication-Related Occurrences – Add** page (Figure III-106), enter data, and click **Next**.

Figure III-106

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Medication-Related Occurrences

Data Entry

Medication-Related Occurrences - Add

PACE
+

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Type of Medication Error:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome:

(Enter an ICD-10 Code then select 'Add an Outcome.'
(Enter all that apply))

Assigned Outcomes

Add an Outcome >>
<< Remove an Outcome
<< Remove All

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis.'
(Enter up to 5))

Assigned Diagnosis

Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All

Back
Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Medication-Related Occurrences – Root Cause Analysis** page (Figure III-107), enter data, and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-107

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Medication-Related Occurrences

Data Entry PACE +

Medication-Related Occurrences - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Change in Method of Medication Delivery
- Change in Pharmacy Provider
- Communication between PACE Inpatient Hospice
- Communication between PACE Organization and ACS
- Communication between PACE Organization and Assisted Living Facility
- Communication between PACE Organization and Hospital
- Communication between PACE Organization and Nursing Facility
- Communication between PACE Organization and Pharmacy
- Decrease in Center Attendance
- Decrease in Home Care

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Change in Contracted Provider
- Change to Medication Administration Process

Other:

Ongoing Improvements:

- Change in Contracted Provider
- Change in Medication Delivery System
- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center

Other:

Attachments

Upload Attachment:

NOTE: Valid attachment file types are: .txt, .xlsx, .xslm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Medication-Related Occurrences – Verify** page (Figure III-108), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-108

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Medication-Related Occurrences

Data Entry

PACE +

Medication-Related Occurrences - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Female
Enrollment Date: 5/1/2016
Incident Date: 5/19/2016
Incident Location: Caregiver/ Family/ Friend – Home
Type of Medication Error: Medication Administered - Incorrect Dose
Was the Participant Hospitalized? Yes - Emergency Department Only
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 3 Day(s) per Week

Adverse Outcome: ▪ I95.9

Significant Diagnosis: ▪ I95.1

Root Cause Analysis

Contributing Factors: ▪ Decrease in Center Attendance
▪ Decrease in Home Care

Actions Taken: ▪ Education - Staff
▪ Implemented New Medication Delivery System

Ongoing Improvements: ▪ Increased Staff at PACE Center

New Attachment: TESTFILE1 with Docx.zip

[Back](#) [Submit](#)

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A **Control Number** will generate for each Medication-Related Occurrence record. The **Data Entry – Medication-Related Occurrences** page (Figure III-109) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-109

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 3:36 PM on August 8, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Medication-Related Occurrences

Data Entry PACE +

Medication-Related Occurrences

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Type of Medication Error	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	625	Unassigned	70 to 75	Female	5/1/2016	5/19/2016	Caregiver/ Family/ Friend - Home	Medication Administered - Incorrect Dose	Yes - Emergency Room Only	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

[Back](#) [Add](#) [Edit](#) [Delete](#) [No Data To Report](#)

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PACE QUALITY INDICATOR: MOTOR VEHICLE ACCIDENTS

The PACE Quality Reporting module enables users to report Motor Vehicle Accidents data. Refer to *PACE Guidance* for operational guidance on reporting Motor Vehicle Accidents.

Frequency: PACE organizations are asked to submit Motor Vehicle Accidents data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Motor Vehicle Accidents quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Motor Vehicle Accidents** page (Figure III-110), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-110

The screenshot displays the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo. The top right shows the user 'TEST USER' with links for 'User Resources', 'Log Out', and 'A A A', along with the text 'Last logged in at 3:38 AM on August 5, 2016'. A green navigation bar contains several menu items: Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. Below this is a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Motor Vehicle Accidents'. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Underneath, it says 'Motor Vehicle Accidents'. The page lists contract details: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message states: 'There are currently no Motor Vehicle Accidents for this Contract/Site/Period.' Below this, a note says 'Use the Back Button to return to the Quality Indicator Selection page.' and there are buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu with links like 'Home', 'About HPMS', 'Website Accessibility', etc., and the CMS logo.

On the **Data Entry – Motor Vehicle Accidents – Add** page (Figure III-111), enter data, and click **Next**.

Figure III-111



HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A

Last logged in at 9:29 AM on June 14, 2016

Contract Management

ACO Management

Plan Bids

Plan Formularies

Monitoring

Quality and Performance

Risk Adjustment

Cost Reports

Data Extract Facility

Testing Comments

Home » PACE Quality Monitoring » Data Entry » Motor Vehicle Accidents

Data Entry

PACE +

Motor Vehicle Accidents - Add

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Incident Date: < June 2016 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Number of Participants Affected:
Were the Participants Hospitalized?
Number of Participants Hospitalized:
Participants' Current Status: (Select all that apply)

- Assisted Living Facility - Deteriorating
- Assisted Living Facility - Improving
- Assisted Living Facility - Stable
- Caregiver/ Family/ Friend - Deteriorating
- Caregiver/ Family/ Friend - Improving
- Caregiver/ Family/ Friend - Stable
- Deceased
- Hospice - Critical
- Hospice - Deteriorating
- Hospice - Improving


Other Vehicles/Parties Involved: (Select all that apply)

- Bicycle
- Building
- Non-PACE Owned/ Contracted vehicle(s)
- PACE Center
- PACE Owned/ Contracted vehicle(s)
- Pedestrian(s)
- Train

Were any non-PACE participants injured?
Was the PACE driver issued a citation?

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On the **Data Entry – Motor Vehicle Accidents – Root Cause Analysis** page (Figure III-112), enter data, and upload attachments as needed. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-112

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Motor Vehicle Accidents

Data Entry

PACE +

Motor Vehicle Accidents - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Equipment Malfunction
- Equipment Not Properly Maintained
- Improper Use of Equipment - Participant
- Improper Use of Equipment - Staff
- Improper Vehicle Maintenance
- Insufficient Staff on PACE Vehicle
- Lack of Education - Contractor
- Lack of Education - Participant
- Lack of Education - Staff
- Lack of Training

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Participant
- Education - Staff
- Implemented Driver Training Program
- Increased Center Attendance
- Increased Home Care
- Increased Staff on PACE Vehicles
- Initiated Contractor Oversight
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Motor Vehicle Accidents – Verify** page (Figure III-113), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-113

The screenshot shows the HPMS Health Plan Management System interface. At the top, there is a navigation bar with the HPMS logo and the text "Health Plan Management System". To the right, it says "TEST USER | User Resources | Log Out | A A" and "Last logged in at 9:29 AM on June 14, 2016". Below this is a menu bar with various options: Contract Management, ACO Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. The main content area is titled "Data Entry" and "Motor Vehicle Accidents - Verify". It displays the following information: Contract Number: Z0001, Contract Name: Z0001 - EXAMPLE CONTRACT 1, Site Name: EXAMPLE SITE, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). Below this, there are several fields: Account Manager: Unassigned, Incident Date: 4/15/2016, Number of Participants Affected: 1, Were the Participant(s) Hospitalized?: Yes - Emergency Department Only, Number of Participants Hospitalized: 1, Participants' Current Status: Caregiver/ Family/ Friend - Stable, Other Vehicles/Parties Involved: Non-PACE Owned/ Contracted vehicle(s), Were any non-PACE participants injured?: No, and Was the PACE driver issued a citation?: No. There is a "Root Cause Analysis" section with Contributing Factors: Other Driver - Failed to Stop at Stop Sign, Actions Taken: Education - Contracted Provider/Facility and Education - Family/Caregiver, Ongoing Improvements: Policy - Revised an Existing Policy, and New Attachment: TESTFILE1 with Docx.zip. At the bottom, there are "Back" and "Submit" buttons. The footer contains links for Home, About HPMS, Website Accessibility, Web Policies, File Formats and Plug-ins, Rules Of Behavior, System Requirements, and FAQ, along with the CMS logo and the text "This is a U.S. Government computer system subject to Federal law."

A **Control Number** will generate for each Motor Vehicle Accident record. The **Data Entry – Motor Vehicle Accidents** page (Figure III-114) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-114

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 3:36 PM on August 8, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Motor Vehicle Accidents

Data Entry PACE +

Motor Vehicle Accidents

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Incident Date	Participants Affected	Taken to Hospital?	Participants Hospitalized	Participants' Current Status	Other Vehicles/ Parties Involved	Non-PACE Participants Injured?	Driver Cited?	RCA Complete?
<input type="radio"/>	626	Unassigned	4/15/2016	1	Yes - Emergency Room Only	1	▪ Caregiver/ Family/ Friend - Stable	▪ PACE Owned/ Contracted vehicle(s)	No	No	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: PRESSURE ULCER INJURY

The PACE Quality Reporting module enables users to report Pressure Ulcer Injury data. Refer to *PACE Guidance* for operational guidance on reporting Pressure Ulcer Injuries.

Frequency: PACE organizations are asked to submit Pressure Ulcer Injury data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Pressure Ulcer Injury quality indicator. Click **Edit Quality Indicator**.

On the **Data Entry – Pressure Ulcer Injury** page (Figure III-115), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-115

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo and "Health Plan Management System". At the top right, it says "TEST USER | User Resources | Log Out | A A A" and "Last logged in at 11:49 AM on August 9, 2016". Below this is a green navigation bar with buttons for "Contract Management", "Plan Bids", "Plan Formularies", "Monitoring", "Quality and Performance", "Risk Adjustment", and "Data Extract Facility". The main content area has a breadcrumb trail: "Home » PACE Quality Monitoring » Data Entry » Pressure Ulcer Injury". Below the breadcrumb is the "Data Entry" section with a "PACE" button and a "+" icon. The "Pressure Ulcer Injury" section displays the following information: "Contract Number: Z0001", "Contract Name: EXAMPLE CONTRACT 1", "Site Name: EXAMPLE NAME", and "Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)". Below this information is a message: "There are currently no Pressure Ulcer Injury Occurrences for this Contract/Site/Period." Below the message is a note: "Use the Back Button to return to the Quality Indicator Selection page." Below the note are five buttons: "Back", "Add", "Edit", "Delete", and "No Data To Report". At the bottom of the page is a footer with links: "Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ" and the CMS logo.

On the **Data Entry – Pressure Ulcer Injury – Add** page (Figure III-116), enter data, and click **Next**.

Figure III-116

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 11:49 AM on August 9, 2016

Contract Management

Plan Bids

Plan Formularies

Monitoring

Quality and Performance

Risk Adjustment

Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Pressure Ulcer Injury

Data Entry

Pressure Ulcer Injury - Add

PACE +

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date: ≤ August 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Incident Date: ≤ August 2016 ≥

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

Location of Incident:

Pressure Ulcer Injury:

Location of Pressure Ulcer:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Significant Diagnosis:

(Enter an ICD-10 Code then select 'Add a Diagnosis')
(Enter up to 5)

Assigned Diagnosis

Add a Diagnosis >>

<< Remove a Diagnosis

<< Remove All

Back

Next

ICD-10 Guidance:

- ICD Code is 3-8 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Pressure Ulcer Injury – Root Cause Analysis** page (Figure III-117), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-117

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 11:49 AM on August 9, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Pressure Ulcer Injury

Data Entry

PACE +

Pressure Ulcer Injury - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Root Cause Analysis

Contributing Factors:

- Adaptive Equipment Not Used
- Changes in Skin Condition Not Reported - Caregiver
- Changes in Skin Condition Not Reported - Contractor
- Changes in Skin Condition Not Reported - Participant
- Changes in Skin Condition Not Reported - Staff
- Decrease in Center Attendance
- Decrease in Home Care
- Delay or Cancellation of Scheduled Home Care
- Diagnosis of Dementia
- Dietary Assessment Not Completed

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Change in Participant Diet
- Education - Contracted Provider/Facility

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Frequency of Repositioning
- Increased Frequency of Skin Assessments
- Increased Frequency of Toileting
- Increased Home Care
- Increased Staff at Contracted Provider/Facility

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .bit, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Pressure Ulcer Injury – Verify** page (Figure III-118), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-118

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 11:49 AM on August 9, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Pressure Ulcer Injury

Data Entry

PACE +

Pressure Ulcer Injury - Verify

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Male
Enrollment Date: 8/1/2016
Incident Date: 8/6/2016
Incident Location: Assisted Living Facility
Pressure Ulcer Injury: Stage III
Location of Pressure Ulcer: Buttocks - Left
Was the Participant Hospitalized? Yes - Admitted
Participant's Current Status: Hospitalized - Improving
Center Attendance: 3 Days per Week

Significant Diagnosis:

- L89.3

Root Cause Analysis

Contributing Factors:

- Participant - Bedbound

Actions Taken:

- Assessment - RN

Ongoing Improvements:

- Increased Frequency of Repositioning
- Increased Frequency of Skin Assessments

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Pressure Ulcer Injury record. The **Data Entry – Pressure Ulcer Injury** page (Figure III-119) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-119

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 11:49 AM on August 9, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Pressure Ulcer Injury

Data Entry PACE +

Pressure Ulcer Injury

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 3rd Quarter, 2016 (Jul. - Sep.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Pressure Ulcer Injury	Location of Ulcer	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	636	Unassigned	70 to 75	Male	8/1/2016	8/6/2016	Assisted Living Facility	Stage III	Buttocks - Left	Yes - Admitted	Hospitalized - Improving	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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PACE QUALITY INDICATOR: RESTRAINT USE

The PACE Quality Reporting module enables users to report Restraint Use data. Refer to *PACE Guidance* for operational guidance on reporting Restraint Use data.

Frequency: PACE organizations are asked to submit Restraint Use data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Restraint Use quality indicator. Click **Edit Quality Indicator**.


On the **Data Entry – Restraint Use** page (Figure III-120), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-120

The screenshot shows the HPMS (Health Plan Management System) interface. At the top, there is a navigation bar with tabs for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. The user is logged in as TEST USER, and the last login was on August 5, 2016. The breadcrumb trail is Home > PACE Quality Monitoring > Data Entry > Restraint Use. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Below this is the 'Restraint Use' section, which displays contract details: Contract Number: Z0001, Contract Name: EXAMPLE CONTRACT 1, Site Name: EXAMPLE NAME, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). A message states: 'There are currently no Restraint Use Occurrences for this Contract/Site/Period.' Below the message, it instructs the user to use the Back Button to return to the Quality Indicator Selection page. At the bottom of the main content area, there are buttons for Back, Add, Edit, Delete, and No Data To Report. The footer contains links for Home, About HPMS, Website Accessibility, Web Policies, File Formats and Plug-ins, Rules Of Behavior, System Requirements, and FAQ, along with the CMS logo and a disclaimer: 'This is a U.S. Government computer system subject to Federal law.'

On the **Data Entry – Restraint Use – Add** page (Figure III-121), enter data, and click **Next**.

Figure III-121



TEST USER | User Resources | Log Out | A A A
 Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACD Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

[Home](#) > [PACE Quality Monitoring](#) > [Data Entry](#) > [Restraint Use](#)

Data Entry

Restraint Use - Add

PACE
+

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date:

June 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Reason for Restraint Use: (Select all that apply)

- Actual Harm to Others
- Actual Harm to Self
- Increased Agitation
- New Medical Diagnosis
- New Psychiatric Diagnosis
- Preexisting Medical Diagnosis
- Preexisting Psychiatric Diagnosis
- Threat of Harm to Others
- Threat of Harm to Self

Type of Restraint:

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Adverse Outcome: (Enter an ICD-10 Code then select 'Add an Outcome')

(Enter all that apply)

Add an Outcome >>>

<<< Remove an Outcome

<<< Remove All

Assigned Outcomes

Significant Diagnosis: (Enter an ICD-10 Code then select 'Add a Diagnosis')

(Enter up to 5)

Add a Diagnosis >>>

<<< Remove a Diagnosis

<<< Remove All


Assigned Diagnosis

Back
Next

ICD-10 Guidance:

- ICD Code is 3-6 digits in length
- Position 1 is alpha
- Position 2 is numeric
- Position 3 is alpha or numeric (not case sensitive)
- Position 4 is a period
- Position 5-6 are alpha or numeric (not case sensitive)

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On the **Data Entry – Restraint Use – Root Cause Analysis** page (Figure III-122), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-122

The screenshot displays the HPMS (Health Plan Management System) interface for entering data on Restraint Use. The page includes a navigation menu with options like Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, and Data Extract Facility. The current page is titled "Data Entry" and "Restraint Use - Add".

Key information displayed includes:
Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

The "Root Cause Analysis" section contains three main categories, each with a list of options and an "Other:" text input field:
1. **Contributing Factors:** Includes options like "Actual Harm to Others", "Decrease in Center Attendance", "Diagnosis of Dementia", and "Lack of Education - Caregiver".
2. **Actions Taken:** Includes options like "Assessment - Activities", "Assessment - Dietary", "Education - Contracted Provider/Facility", and "Education - Family/Caregiver".
3. **Ongoing Improvements:** Includes options like "Education - Contracted Provider/Facility", "Increased Center Attendance", "Increased Home Care", and "Ongoing Contractor Oversight".

The "Attachments" section features an "Upload Attachment:" field with a "Browse..." button. A note specifies valid file types: .bit, .xlsx, .stem, .docx, .pobx, .pdf, .xls, .doc, .ppt, .jpg, .gif, .zip, .xml.

Navigation buttons for "Back" and "Next" are provided. A "Root Cause Analysis Guidance" section explains that users have until the end of the collection period to enter this data, and that the Quality Indicator data submission is not complete until this data is entered.

The footer contains links for Home, About HPMS, Website Accessibility, Web Policies, File Formats and Plug-Ins, Rules Of Behavior, System Requirements, and FAQ. It also includes the CMS logo and a statement: "This is a U.S. Government computer system subject to Federal law."

On the **Data Entry – Restraint Use – Verify** page (Figure III-123), verify the data. Click **Back** to edit data, or click **Submit**.

Figure III-123

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Restraint Use

Data Entry

PACE +

Restraint Use - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 80 to 85
Gender: Male
Enrollment Date: 5/1/2016
Incident Date: 5/26/2016
Incident Location: Hospital

Reason for Restraint Use:

- Increased Agitation
- Preexisting Psychiatric Diagnosis
- Threat of Harm to Others

Type of Restraint: Chemical Restraint - Antipsychotic

Was the Participant Hospitalized? No

Participant's Current Status: Hospitalized - Improving

Center Attendance: 2 Day(s) per Week

Adverse Outcome:

- R45.1

Significant Diagnosis:

- F03.90

Root Cause Analysis

Contributing Factors:

- Preexisting Psychiatric Diagnosis

Actions Taken:

- Assessment - Activities
- Assessment - SW
- Evaluation by a Psychiatrist
- Medication Change

Ongoing Improvements:

- Medication Change

New Attachment: TESTFILE1 with Docx.zip

[Back](#) [Submit](#)

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A **Control Number** will generate for each Restraint Use record. The **Data Entry – Restraint Use** page (Figure III-124) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-124

The screenshot displays the HPMS Health Plan Management System interface. At the top, the HPMS logo and user information (TEST USER, User Resources, Log Out) are visible. A green navigation bar contains menu items: Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, and Data Extract Facility. The breadcrumb trail reads: Home » PACE Quality Monitoring » Data Entry » Restraint Use. The main heading is 'Data Entry' with a 'PACE' button and a plus sign. Below this, the section is titled 'Restraint Use'. Metadata includes: Contract Number: Z0001, Contract Name: EXAMPLE CONTRACT 1, Site Name: EXAMPLE NAME, and Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.). A table with 12 columns (Select, Control #, Account Manager, Age Range, Gender, Enrollment Date, Incident Date, Incident Location, Type of Restraint, Taken to Hospital?, Participant's Current Status, RCA Complete?) contains one record. Below the table, a message states: 'Use the Back Button to return to the Quality Indicator Selection page.' A row of buttons includes 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu and the CMS logo.

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Type of Restraint	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	627	Unassigned	80 to 85	Male	5/1/2016	5/26/2016	Hospital	Chemical Restraint - Antipsychotic	No	Hospitalized - Improving	Yes

PACE QUALITY INDICATOR: SUICIDE/SUICIDE ATTEMPT

The PACE Quality Reporting module enables users to report Suicide/Suicide Attempt data. Refer to *PACE Guidance* for operational guidance on reporting Suicide/Suicide Attempt data.

Frequency: PACE organizations are asked to submit Suicide/Suicide Attempt data on a quarterly basis.

On the **Data Entry – Quality Indicator Selection** page (Figure III-10), select the Suicide/Suicide Attempt quality indicator. Click **Edit Quality Indicator**.


On the **Suicide/Suicide Attempt** page (Figure III-125), click **Add** to add an incident record. The **Edit** and **Delete** buttons will be disabled if there are no records to edit or delete. (See the **PACE Quality Indicator: No Data to Report** section above to report no data for the collection period.)

Figure III-125

The screenshot shows the HPMS (Health Plan Management System) interface. At the top left is the HPMS logo and 'Health Plan Management System'. At the top right, it says 'TEST USER | User Resources | Log Out | A A A' and 'Last logged in at 3:38 AM on August 5, 2016'. Below this is a navigation bar with buttons for Contract Management, Plan Bids, Plan Formularies, Monitoring, Quality and Performance, Risk Adjustment, Cost Reports, Data Extract Facility, and Testing Comments. The main content area has a breadcrumb trail: 'Home > PACE Quality Monitoring > Data Entry > Suicide/Suicide Attempt'. Below the breadcrumb is the title 'Data Entry' and a 'PACE' button with a plus sign. The main heading is 'Suicide/Suicide Attempt'. The contract information is displayed: 'Contract Number: Z0001', 'Contract Name: EXAMPLE CONTRACT 1', 'Site Name: EXAMPLE NAME', and 'Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)'. A message box states: 'There are currently no Suicide/Suicide Attempt Occurrences for this Contract/Site/Period.' Below this is a note: 'Use the Back Button to return to the Quality Indicator Selection page.' At the bottom of the main content area are buttons for 'Back', 'Add', 'Edit', 'Delete', and 'No Data To Report'. The footer contains a navigation menu: 'Home | About HPMS | Website Accessibility | Web Policies | File Formats and Plug-Ins | Rules Of Behavior | System Requirements | FAQ' and the CMS logo with the text 'This is a U.S. Government computer system subject to Federal law'.

On the **Data Entry – Suicide/Suicide Attempt – Add** page (Figure III-126), enter data, and click **Next**.

Figure III-126



TEST USER | User Resources | Log Out | A A A
 Last logged in at 9:29 AM on June 14, 2016

Contract Management
ACO Management
Plan Bids
Plan Formularies
Monitoring
Quality and Performance
Risk Adjustment
Cost Reports
Data Extract Facility
Testing Comments

Home » PACE Quality Monitoring » Data Entry » Suicide/Suicide Attempt

Data Entry

PACE +

Suicide/Suicide Attempt - Add

Contract Number: Z0001
 Contract Name: Z0001 - EXAMPLE CONTRACT 1
 Site Name: EXAMPLE SITE
 Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned

Age Range: TO

Gender: Male Female

Enrollment Date:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Incident Date:

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

Location of Incident:

Type of Incident:

Immediate Action Taken:

Assessment - Activities
 Assessment - Dietary
 Assessment - Home Care Coordinator
 Assessment - OT
 Assessment - PCP
 Assessment - PT
 Assessment - RN
 Assessment - SW
 Evaluated in Hospital ER
 Evaluation by a Psychiatrist

Was the Participant Hospitalized?

Participant's Current Status:

Center Attendance: (Days per Week)

Significant Diagnosis:

(Enter an ICD-10 Code then select "Add a Diagnosis.")
(Enter up to 5)


Assigned Diagnosis

Add a Diagnosis >>
<< Remove a Diagnosis
<< Remove All

Back
Next

ICD-10 Guidance:
 ICD Code is 3-8 digits in length
 Position 1 is alpha
 Position 2 is numeric
 Position 3 is alpha or numeric (not case sensitive)
 Position 4 is a period
 Position 5-8 are alpha or numeric (not case sensitive)

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On the **Data Entry – Suicide/Suicide Attempt – Root Cause Analysis** page (Figure III-127), enter data, and upload attachments as applicable. Click **Browse** to locate the file(s) to upload, and click **Next**.

Figure III-127

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 7:01 AM on July 29, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Suicide/Suicide Attempt

Data Entry

PACE +

Suicide/Suicide Attempt - Add

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Root Cause Analysis

Contributing Factors:

- Actual Harm to Others
- Actual Harm to Self
- Alcohol Abuse
- Chronic Pain
- Decrease in Center Attendance
- Decrease in Home Care
- Delay or Cancellation of Scheduled Home Care
- Diagnosis of Dementia
- Drug Abuse
- Increased Agitation

Other:

Actions Taken:

- Assessment - Activities
- Assessment - Dietary
- Assessment - Home Care Coordinator
- Assessment - OT
- Assessment - PCP
- Assessment - PT
- Assessment - RN
- Assessment - SW
- Education - Contracted Provider/Facility
- Education - Family/Caregiver

Other:

Ongoing Improvements:

- Education - Contracted Provider/Facility
- Education - Family/Caregiver
- Education - Participant
- Education - Staff
- Increased Center Attendance
- Increased Home Care
- Increased Staff at Contracted Provider/Facility
- Increased Staff at PACE Center
- Medication Change
- Ongoing Contractor Oversight

Other:

Attachments

Upload Attachment: **Browse...**

NOTE: Valid attachment file types are: .txt, .xlsx, .xlsm, .docx, .pptx, .pdf, .xls, .doc, .ppt, .jpg, .zip, .xml

Back **Next**

Root Cause Analysis Guidance:

Users have until the end of the collection period to enter Root Cause Analysis data as required.
Users can initially enter and save other data for the Quality Indicator, and enter Root Cause Analysis data at a later date.
The Quality Indicator data submission will not be considered complete until the Root Cause Analysis data has been entered.

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On the **Data Entry – Suicide/Suicide Attempt – Verify** page (Figure III-128), verify. Click **Back** to edit data, or click **Submit**.

Figure III-128

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 9:29 AM on June 14, 2016

Contract Management | ACO Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Cost Reports | Data Extract Facility | Testing Comments

Home » PACE Quality Monitoring » Data Entry » Suicide/Suicide Attempt

Data Entry

PACE +

Suicide/Suicide Attempt - Verify

Contract Number: Z0001
Contract Name: Z0001 - EXAMPLE CONTRACT 1
Site Name: EXAMPLE SITE
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Account Manager: Unassigned
Age Range: 70 to 75
Gender: Male
Enrollment Date: 5/1/2016
Incident Date: 5/29/2016
Incident Location: Participant Home
Type of Incident: Attempted Suicide

Immediate Action Take:

- Evaluation by a Psychiatrist
- Hospitalized - Medical Unit

Was the Participant Hospitalized? Yes - Admitted
Participant's Current Status: Assisted Living Facility - Stable
Center Attendance: 2 Day(s) per Week

Significant Diagnosis:

- F33.40

Root Cause Analysis

Contributing Factors:

- Chronic Pain
- Recent Loss (Death, End of Relationship, etc.)

Actions Taken:

- Assessment - Activities
- Assessment - PCP
- Education - Family/Caregiver
- Evaluation by a Psychiatrist

Ongoing Improvements:

- Medication Change

New Attachment: TESTFILE1 with Docx.zip

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A **Control Number** will generate for each Suicide/Suicide Attempt record. The **Data Entry – Suicide/Suicide Attempt** page (Figure III-129) displays records that have been entered for the quarter. If the user wishes to:

- Edit a record — click the radio button next to the control number, and click **Edit**.
- Delete a record — click the radio button next to the control number, and click **Delete**.
- Add a new record — click **Add**.
- Return to the **Data Entry – Quality Indicator Selection** page — click **Back**.

Figure III-129

HPMS
Health Plan Management System

TEST USER | User Resources | Log Out | A A A
Last logged in at 3:36 PM on August 8, 2016

Contract Management | Plan Bids | Plan Formularies | Monitoring | Quality and Performance | Risk Adjustment | Data Extract Facility

Home » PACE Quality Monitoring » Data Entry » Suicide/Suicide Attempt

Data Entry PACE +

Suicide/Suicide Attempt

Contract Number: Z0001
Contract Name: EXAMPLE CONTRACT 1
Site Name: EXAMPLE NAME
Data Collection Period: 2nd Quarter, 2016 (Apr. - Jun.)

Select	Control #	Account Manager	Age Range	Gender	Enrollment Date	Incident Date	Incident Location	Type of Incident	Taken to Hospital?	Participant's Current Status	RCA Complete?
<input type="radio"/>	628	Unassigned	70 to 75	Male	5/1/2016	5/29/2016	Participant Home	Attempted Suicide	Yes - Admitted	Assisted Living Facility - Stable	Yes

Use the Back Button to return to the Quality Indicator Selection page.

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