Appendix D CAHPS and CMS Web Interface Registration Guide 2019 Finalized vs. 2020 Finalized

Burden Impact: There are no impacts to burden as a result of any changes to this registration guide from the previous version.

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1	Under	Under "Introduction" section:	With
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3	Under "Introdu ction" section:	 Under "Introduction" section: "For additional information on submitting data through the CMS Web Interface or administering the CAHPS for MIPS Survey, visit the following resources: The 2019 CMS Web Interface Fact Sheet for more information about quality data submissions through the CMS 	Edite d for clarity
	"For more informati on about reportin g through the CMS Web Interface , please review the 2018 CMS Web Interface Fact Sheet.	 Web Interface. The 2019 CAHPS for MIPS Survey Fact Sheet_for more information about administering the CAHPS for MIPS Survey." 	
	informa tion about administ		
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3	Under	Under "Introduction" section:	Edite
	"Introdu		d to
	ction"	"This guide provides information and instructions on the registration process for groups and virtual groups that want to	be
	section:	submit their Merit-based Incentive Payment System (MIPS) quality data through the CMS Web Interface and/or	succin
		administer the Consumer Assessment of Healthcare Providers and Systems (CAHPS) for MIPS Survey for the 2019	ct and
	"This	performance period."	used
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3	Under	Under "Introduction" section:	Edite
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	ction"	"You can find additional information about the Quality Payment Program on the Quality Payment Program website."	be
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5	Under	Under "Registration Information" subsection:	Move
(2	"When		d
0	do we	"To register to submit quality data through the CMS Web Interface and/or administer the CAHPS for MIPS Survey, sign	regist
1	need to	in to the Quality Payment Program website. Registration opens on Monday, April 4, 2019 at 10:00am Eastern Time (ET)	ration
8)	register?	and closes on Monday, July 1, 2019 at 5:00pm ET.	infor
&	"	 Groups and virtual groups need an account (user ID and password) to sign into the Quality Payment Program 	matio
3	subsecti	website.	n to
(2	on:	 Additionally, an individual registering the group or virtual group will need an appropriate QPP role associated 	the
0		with the group or virtual group. More information is provided in Section III: Access the Registration System."	begin
1	"For		ning
9)	Year 2 of		of the
	MIPS		2019
	(2018),		Guide
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	to utilize		ration
	the CMS		infor
	Web		matio
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nt Under "Who needs to register? " subsecti on: "Groups of 25 or more clinicians that intend to submit their 2018 MIPS quality measure s through the CMS Web Interface for the first time (i.e. did not use this	 Under "Who needs to register?" subsection: "Groups or virtual groups with 25 or more clinicians that did not use the CMS Web Interface to submit quality data for the 2018 performance period, but plan to for the 2019 performance period. Why? Groups that submitted quality data through the CMS Web Interface for the 2018 performance period have been automatically registered for the 2019 performance period. Automatic CMS Web Interface registrations can be edited (i.e., update group information) or cancelled for the 2019 performance period. Groups or virtual groups that plan to administer the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey must register each performance period they plan to administer the CAHPS for MIPS Survey. Groups that have been automatic registration for the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey. Why? There is no automatic registration for the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey must register each performance period they plan to administer the CAHPS for MIPS Survey. Why? There is no automatic registration for the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey must register each performance period they plan to administer the CAHPS for MIPS Survey. Note, the CAHPS for MIPS Survey assesses the experience of patients receiving primary care services. The CAHPS for MIPS Survey is most appropriate for groups and virtual groups that provide primary care services." 	ge Edite d for clarity
L _L"nr"so "cnctiist2NcrsttVliff(rt	Final Docume nt Inder Who needs to egister? ubsection: Groups of 25 or nore linicians hat ntend to ubmit heir 2018 MIPS quality neasure hrough he CMS Veb nterface or the irst time i.e. did not use his	Final Docume nt Under "Who needs to register?" subsection: Inder Mho Under "Who needs to register?" subsection: Who "croups or virtual groups with 25 or more clinicians that did not use the CMS Web Interface to submit quality data for the 2018 performance period, but plan to for the 2019 performance period. Ubsecti • Why? Groups that submitted quality data through the CMS Web Interface for the 2018 performance period. have been automatically registered for the 2019 performance period. Automatic CMS Web Interface registrations can be edited (i.e., update group information) or cancelled for the 2019 performance period. Groups or virtual groups that plan to administer the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey must register each performance period they plan to administer the CAHPS for MIPS Survey. Groups that have been automatic registration for the CAHPS for MIPS Survey. Groups and virtual groups that plan to administer the CAHPS for MIPS Survey. Groups that have been automatic registration for the CAHPS for MIPS Survey. Survey. Groups that have been automatic registration for the CAHPS for MIPS Survey. Viny? There is no automatic registre each performance period they plan to administer the CAHPS for MIPS Survey. Note, the CAHPS for MIPS Survey assesses the experience of patients receiving primary care services." neasure • Why? There is no automatic register or groups and virtual groups that provide primary care services." neasure • No

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4		Under "Who needs to register?" subsection: Added the following text: "A group is defined as a single Taxpayer Identification Number (TIN) with 2 or more clinicians (including at least one MIPS eligible clinician), as identified by their individual National Provider Identifier (NPI), who have reassigned their Medicare billing rights to the TIN. A virtual group is a combination of two or more whole TINs (solo practitioners and/or groups with 10 or fewer clinicians, including at least one MIPS eligible clinician) whose clinicians elected to participate in MIPS as part of a virtual group. For the 2019 performance period, only virtual groups that we approve and identify as official virtual groups can participate in MIPS as a virtual group."	Move d the defini tion of the term "grou p" from the "Who can't regist er?" subse ction in the 2018 Guide to the "Who needs to regist er?" subse ction in the 2018 Guide

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		Under "Who needs to register?" subsection:	Adde
			d for
		Added a text box with the following text:	clarity
		"You were automatically registered if you submitted quality data through the CMS Web Interface in 2018. Sign in to	
		qpp.cms.gov and review your registration to verify the information (such as group size and contact information) is	
		correct."	

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4	Under	Under "Who does not need to register?" subsection:	Edite
(2	"Who		d for
0	does not	"Groups or virtual groups that plan to submit eCQMs, MIPS CQMs and/or QCDR measures for the 2019 performance	clarity
1	need to	period.	•
8)	register?	 Why? Registration is not required for these collection types. 	
&))	Groups that submitted quality data through the CMS Web Interface for the 2018 performance period.	
4-	subsecti	 Why? Groups have been automatically registered to submit data for the Quality performance category through 	
5	on:	the CMS Web Interface for the 2019 performance period. Automatic CMS Web Interface registrations can be	
(2		edited (i.e., update group information) or cancelled for the 2019 performance period.	
0	"Groups	However, groups that have been automatically registered for the CMS Web Interface and plan to administer the	
1	that	CAHPS for MIPS Survey need to register for the CAHPS for MIPS Survey for the 2019 performance period. There is	
9)	intend	no automatic registration for the CAHPS for MIPS Survey.	
	to	Groups participating in a Medicare Shared Savings Program (SSP) Accountable Care Organization (ACO).	
	submit	• Why? An SSP ACO is required to submit quality data through the CMS Web Interface. The quality data submitted	
	their	through the CMS Web Interface by the SSP ACO is used to score the MIPS Quality performance category and the	
	2018	score will apply to each MIPS eligible clinician in the ACO.	
	quality	• However, groups can register to submit data at the group (ACO Participant TIN) level if, for example, a group	
	measure	(ACO Participant TIN) is terminating its ACO participation agreement or have concerns that the ACO will not be	
	s via	able to successionly report on benan of the ACO Participant Tins.	
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0		"Groups with clinicians participating in a Next Generation ACO Model or other (non-SSP) Advanced APM"	clarity
1	"Groups		
8)	with		
&	clinicians		
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4	Under	Under "Groups with clinicians participating in a Next Generation ACO Model or other (non-SSP) Advanced APM"	Edite
(2	"Groups	subheading:	d for
0	with		clarity
1	clinicians	"Certain Advanced Alternate Payment Models (Advanced APMs) allow "split TINs", where some of the clinicians billing	•
8)	participa	under the group's Taxpayer Identification number (TIN) participate in the model while others do not. If a "split TIN",	
&	ting in a	particularly the portion of the group (TIN) that is not participating in a Next Generation ACO Model or other Advanced	
5	Next	APM, is eligible to participate in MIPS, the group can register to submit quality data through the CMS Web Interface (as	
(2	Generati	long as the MIPS eligible portion of the group has 25 or more clinicians) and/or administer the CAHPS for MIPS Survey	
0	on ACO	on behalf of the MIPS eligible clinicians in the group who do not participate in the APM. This would be separate from	
1	or other	any APM Entity reporting required by the model which would only apply to the clinicians participating in the model."	
9)	(non-		
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5	Under	Under "Who can't register?" subsection:	Edite
	"Who		d to
	can't	 "APM Entities: Medicare Shared Savings Program Accountable Care Organizations (SSP ACOs) and Next 	reflec
	register?	Generation ACO Models.	t the
	"	• Why? ACOs are required to submit quality data through the CMS Web Interface, so there is no need to register for the	opera
	subsecti	CMS Web Interface. The registration system will not allow registrations at the APM Entity (Primary TIN) level."	tional
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0	can't	"A group is defined as a single Taxpayer Identification Number (TIN) with 2 or more clinicians (including at least one	clarity
1	register?	MIPS eligible clinician), as identified by their individual National Provider Identifier (NPI), who have reassigned their	
8)	"	Medicare billing rights to the TIN."	
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5	Under	Under "Do we have to submit data through the CMS Web Interface if we're registered?" subsection:	Edite
	"Do we		d for
	have to	"No, registered groups and virtual groups do not have to submit quality data through the CMS Web Interface. However,	clarity
	submit	groups and virtual groups that do not plan to submit quality data through the CMS Web Interface are strongly	•
	data	encouraged to cancel their registration by 5:00pm ET on July 1, 2019. If your group or virtual group doesn't cancel your	
	through	registration before this date, you can submit quality measures through other submission types."	
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6		Added subsection and text:	Adde
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		"Is it possible we won't be able to report through the CMS Web Interface?	clarity
		For everyon and virtual everyons that are registered for the CNAC Was interface, we conduct an assignment and complian	•
		For groups and virtual groups that are registered for the CMS web interface, we conduct an assignment and sampling	
		nethodology process. Generally, we assign beneficiaries to the group of virtual group that furnished the plurality of	
		primary care services for such beneficialles.	
		In rare instances, a group or virtual group may have zero Medicare beneficiaries assigned to them and as a result, we	
		can't populate a beneficiary sample. If a beneficiary sample can't be populated, the group or virtual group will not be	
		able to submit quality data through the CMS Web Interface.	
		If a group or virtual group does not have any Medicare beneficiaries assigned for any of the CMS Web Interface measures, the following will occur:	
		• We will notify the groups and virtual groups that they can't submit quality data through the CMS Web	
		Interface. We anticipate notifications to be sent in the Fall of 2019.	
		• The group or virtual group won't meet the CMS Web Interface data submission criteria and will need to submit	
		measures from another collection type (such as eCQMs or MIPS CQMs)."	

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6		Added subsection and text:	Adde
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		"Is it possible we won't be able to administer the CAHPS for MIPS Survey?	clarity
			•
		For the 2019 performance period, the CAHPS for MIPS Survey continues to be optional. For groups and virtual groups	
		that are registered to administer the CAHPS for MIPS Survey, we conduct a process for assigning and sampling	
		beneficiaries. Groups and virtual groups must meet minimum beneficiary sampling requirements to administer the	
		2019 CAHPS for MIPS Survey.	
	0	If a group or virtual group does not meet the minimum beneficiary sampling requirements for the CAHPS for MIPS	
		survey, we will notify groups and virtual groups indicating that they will not be able to administer the CAHPS for MIPS	
		Survey. We anticipate notifications to be sent in the Fall of 2019.	
	0		
	0	Groups and virtual groups that don't meet minimum beneficiary sampling requirements:	
		 Will need to select a different activity for the Improvement Activities performance category 	
		Will not be able to supplement their quality score from CMS Web Interface measures with points associated	
		with the administration of the CAHPS for MIPS Survey	
		May qualify for a denominator reduction in the Quality performance category if not submitting quality data	
		through the CMS Web Interface."	

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6	Under	Under "Getting Started" section, "Obtain Access" subsection:	Edite
(2	"Getting		d to
0	Started"	"An individual from the group or virtual group will need an account that lets them sign in to qpp.cms.gov and the	reflec
1	section,	Security Official role for their organization to submit, modify or cancel a registration.	t the
8)	"Create	 If you're a returning user, sign in with your existing EIDM account credentials. 	chang
&	and	 If you're a new user, you'll need to create an account before you can request Security Official access to your 	e in
7	Access	organization by signing in to qpp.cms.gov.	the
(2	your		syste
0	EIDM	Visit the QPP Access User Guide on the Resource Library for instructions to create an account and/or request the Security	m
1	account"	Official role for your organization.	used
9)	subsecti	 Register for a HARP Account provides information about creating a new HARP account 	for
	on:	• Connect to an Organization provides information about requesting the Security Official role for your organization.	user
			verific
	"An	To determine whether your group or virtual group already has an individual who can register the group or virtual group	ation.
	individu	for the CMS Web Interface and/or to administer the CAHPS for MIPS survey, please contact the Quality Payment Program	
	al from	and provide the group's TIN or virtual group ID and the name of the group.	
	the	• By phone at 866-288-8292 (TTY 1-877-715-6222)	
	group	 By e-mail at QPP@cms.hhs.gov." 	
	can sign-		
	up for a		
	new		
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7		Under "Getting Started" section:	Adde
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		Added text box with the following text:	clarity
		"Start the account creation process now to avoid any last-minute delays in obtaining an account and role with your	
		organization. The registration period closes on July 1, 2019 at 5:00 pm ET."	
6	Subhead	Subheading:	Edite
(2	ing:		d for
0		"Prepare to Register for CMS Web Interface or CAHPS"	clarity
1	"Prepare		
8)	to		
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e 6- 7 (2 0 1 8) & 7 (2 0 1 9)	nt Under "Getting Started" section, "Prepare to Register " subsecti on: "Please gather the followin g informa tion before you begin to register your group (as identifie d by its Medicar e-billing TIN) in	 Under "Getting Started" section, "Prepare to Register for CMS Web Interface or CAHPS" subsection: "Gather the following information before you begin to register your group or virtual group: Organization Information: Organization Name and Mailing Address Contact Information: First Name, Last Name, Phone Number and Email You must provide complete information for at least one contact to submit your registration; all contacts will be notified by email when a registration is submitted, modified or cancelled. Determine your group's or virtual group's size: 2-24 clinicians, 25-99 clinicians, or 100 or more clinicians Determine your selection: CMS Web Interface (25 or more clinicians) and/or CAHPS for MIPS Survey." 	ge Edite d to reflec t chang es in other sectio ns of the 2019 Guide
	the		

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8	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section:	Edite
	"Access		d to
	the CMS	"You will be able to access the registration system between April 4, 2019 and July 1, 2019 (5:00 pm ET) by signing in to	be
	Web	the QPP website. Signing in to qpp.cms.gov will allow you to create new registrations, view or cancel existing	succin
	Interface	registrations, or modify information for groups with an existing registration.	ct and
	and/or	1. Go to https://qpp.cms.gov/login or click Sign In in the upper right-hand corner of the QPP website.	reflec
	CAHPS	2. Enter your User ID and Password in the requested fields, check Yes, I agree next to the statement of truth, and Sign	t new
	for MIPS	In (you will be prompted to provide a security code from your two-factor authentication)."	two-
	Survey		factor
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8		Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section:	Adde
			d for
		Added a text box with the following text:	clarity
		"Returning users	
		Sign in with the same EIDM credentials you've always used	
		New users	
		Sign in with your newly created HARP credentials	
		Don't have an Account?	
		Click the Register tab next to the Sign In tab and review the QPP Access User Guide"	

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8	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section, particularly Step 2:	Langu
	"Access		age
	the CMS	Screen shot of QPP Sign In page:	from
	Web		the
	Interface		2018
	and/or		Sign
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			sary.
		Happing and a DRING and a to top 4 Stranger Red a New York and Annual Program (Stranger Red and Stranger Red	
	_	The sening strence provides points and another solution contained with applicable bioardises, advectories, and other bioard generative processing the Discontenent science, which is related in the Discontene	

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9	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section	Edite
	"Access	specified on previous page):	d to
	the CMS		reflec
	Web	"3. If this is your first time signing in, you will be prompted to set up two-factor authentication which will be completed in	t the
	Interface	your HARP account. You will select a verification device (such as your cell phone) where you wish to have your one-time	chang
	and/or	code sent each time you sign in.	е
	CAHPS		from
	for MIPS	If you're a returning user, you will simply select the registered verification device you wish to have the one-time code	utilizi
	Survey	sent to."	ng
	Registra		EIDM
	tion		to
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	section		
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	"3. If this		
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9	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section	Edite
	"Access	specified on previous page (page8)), particularly Step 3:	d to
	the CMS		reflec
	Web	Screen shot of Two-Factor Authentication page:	t the
	Interface		chang
	and/or		e
	CAHPS	Two-Factor Authentication	from
	for MIPS	The Quality Payment Program requires you to have two-factor authentication setup to sign	utilizi
	Survey	in, Before you can continue, sign in to HCQIS Access Roles and Profile (HARP) to complete two-factor authentication.	ng
	Registra	Setup Two-Factor Authentication >	EIDM
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		Two-step	
		verification	
		This will make your account more secure.	
		Will ised a one-time security code to your phone every time you sign in . You can receive this code through a text	
		message or a phone call. Prodet NomBER	
		DELIVERY METHOD	
		(B) Text Nessage (1931) Student of nessaging rates may apply O Phone cal	
		Request a one-time code)	

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0	"Access	specified on page 8):	d to
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0	Web	"Request a one-time code by selecting your preferred device from the device drop down and click send code and verify	t the
1	Interface	code."	chang
8)	and/or		е
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9	for MIPS		utilizi
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0	"Access	specified on page 8), particularly Step 4:	d to
(2	the CMS		reflec
0	Web	Screen shot regarding verification code page:	t the
1	Interface		chang
8)	and/or	Step 1. Select device from device drop down Step 2. Type in code and verify. and send code.	e
&	CAHPS	Two-Factor Authentication Two-Factor Authentication	from
9	for MIPS	Select a divise to werfly your account. Cette tend to be a constrained to constrained to constrained to constrained to be a co	utilizi
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		Submit Code >	

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1	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section	Edite
0	"Access	specified on page 8):	d to
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	Web	"Select Manage Access from the left-hand navigation panel."	t
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	and/or		age
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"Access	specified on page 8), particularly Step 5:	d to
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Web	Screen shot regarding user homepage:	t
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and/or	Welcome back Sam Smith!	age
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B Home	welcome back sam smith	
Performance Feed	And Are 52,829 Are 52,829 Soft 1000 Mode Manager Palements Palements Soft 1000 Mode Mark 1000 Mark 1000	
的 Manage User Acce		
	Preliminary 2017 Performance Feedback Available	
	2019 Final Docume nt Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registra tion System" section (such section (such section specified on page 8), particula rly Step 5: Screen	2019 2020 Final Document Final Document nt

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1	Under	Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section	In the
1	"Access	specified on page 8):	2019
	the CMS		Guide
	Web	"6. Review your connected organizations to see if your group or virtual group has an active registration for the CMS	,
	Interface	Web Interface and/or CAHPS for MIPS Survey. An active registration is indicated by "Registered" in green text with a	includ
	and/or	green check checkmark."	ed an
	CAHPS		additi
	for MIPS		onal
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1	"Access	specified on page 8), particularly Step 6:	2019
	the CMS		Guide
	Web	Screen shot regarding Manage Access page:	, the
	Interface		scree
	and/or	Manage Access	n
	CAHPS		shot
	for MIPS	Pending Requests	reflec
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		Modify your GMP Pennisolana Lean more at the EDM account guide 7. (on extension company)	ys "Dend
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		CHS Mak Interface & CAMPS for MPS Sorvey In order to did registration for your particle, you mult have permanetor IP wave planets' face tables (DF REMEMBERS)	Requ
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1		Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section	In the
2		specified on page 8):	2019
			Guide
		"7. Click the Edit Registration button to the right of CMS Web Interface & CAHPS section. Or click the Edit Registration link	,
		below the CMS Web Interface and CAHPS section under the practice you're interested in registering for.	includ
			ed an
		Selecting Edit Registration will allow you to submit a new registration as well as modify or cancel an existing registration	additi
		for your group or virtual group."	onai
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1 2		Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section specified on page 8), particularly Step 7: Screen shot regarding Connected Practices: Connected Practices cover to work we generated to the section of	Adde d for clarity
1 2		Under "Access the CMS Web Interface and/or CAHPS for MIPS Survey Registration System" section (such section specified on page 8), particularly Step 7:	Adde d for clarity
		Text box with the following text:	
		"If you don't see Edit Registration, then you do not have the required Security Official role in for any connected	
		practice(s). This role is necessary to submit, modify or cancel a registration. Visit Connect to an Organization in the QPP	
		Access User Guide for information about obtaining the correct role."	

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1	Under	Under "Submit a New Registration for the CMS Web Interface and/or CAHPS for MIPS Survey" section:	Edite
2	"Submit		d for
(2	a New	"After selecting Edit Registration, you will be taken to the main registration page where you will see a list of the groups	clarity
0	Registra	and/or virtual groups you have a Security Official role for.	•
1	tion for		
8)	the CMS	Note: There are a few small differences in the registration process for groups and virtual groups. These differences will	
&	Web	be highlighted throughout this section of the guide. The main difference is that groups will see their Taxpayer	
1	Interface	Identification Number (TIN) listed below their group name while virtual groups will see their virtual group ID.	
3-	and/or	Fallen, the store balance bath and an estate in a fact the first time and a sisteria a survey and interland on the set	
1	CAHPS	Follow the steps below whether you are registering for the first time or re-registering a group or virtual group whose providus registration was capselled	
4		previous registration was cancelled.	
0	section 1	1. Select the Group Size pext to the group or virtual group you want to register	
1	5000000	• 2-24 clinicians will allow you to register for the CAHPS for MIPS survey	
9)	"∆fter	 25-99 or 100 or greater clinicians will allow you to register for the CMS Web Interface and/or the CAHPS for 	
	selecting	MIPS Survey."	
	Fdit	,	
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3	"Submit	specified on page 13):	d for
(2	a New		clarity
0	Registra	"2. After you identify your group size, you will see the registration options available to your group or virtual group. Click	•
1	tion for	Register under CMS Web Interface (which will only display if your group size allows it) or CAHPS for MIPS Survey.	
8)	the CMS		
&	Web	Note: This section uses CMS Web Interface registration as the example, but the same steps apply if you're registering to	
1	Interface	administer the CAHPS for MIPS survey.	
4	and/or		
(2	CAHPS		
0	for MIPS		
1	Survey"		
9)	section		
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4	"Submit	specified on page 13):	d for
(2	a New		clarity
0	Registra	"3. To submit your registration, you will need to complete any required Organization and Contact information. Groups	•
1	tion for	and virtual groups will both see limited group and contact information populated. Select Edit next to the organization	
8)	the CMS	to complete any missing required information."	
&	Web		
1	Interface		
5	and/or		
(2	CAHPS		
0	for MIPS		
1	Survey"		
9)	section		
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1	Under	Under "Submit a New Registration for the CMS Web Interface and/or CAHPS for MIPS Survey" section (such section	2018
5	"Submit	specified on page 13), specifically Step 3:	scree
(2	a New		n
0	Registra	Screen shot:	shot
1	tion for		displa
8)	the CMS	CMS Web Interface Registration	ys a
&	Web		pop-
1	Interface	estimate of the second se	up
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(2	CAHPS	25-99 00-0765432	ng
0	for MIPS	Contract information +ADDISM All points of contract will readive important updates about registration and edu meteority.	notin
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9)	section	22-45-7890	all
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5	"Submit	specified on page 13):	d for
(2	a New		clarity
0	Registra	"4. Review the organization information that populated for your group or virtual group and update it as necessary.	•
1	tion for		
8)	the CMS	A green checkmark will appear after you enter each piece of required information. Once all required information has	
&	Web	been entered, you will be able to select Update."	
1	Interface		
7	and/or		
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1	Survey"		
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	lly Step		
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	Screen Org: Edityo: Samp Addre Battr	anization Information reganization name and address. atten Name* ** seveet atten Seveet	
L	encup so 25-99 * Requir	E DO-0765230 ed UPDATE CANCEL	

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6	"Submit	specified on page 12), specifically Step 5:	ges
(2	a New		were
0	Registra	Screen shot:	not
1	tion for		made
8)	the CMS	CMS Web Interface Registration	to the
&	Web	Review or edit your information to register for CMS Web Interface.	syste
1	Interface	Organization Information	m;
8	and/or	Bample Organization	just a
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		CMS WED INTERFACE REGISTRATION Review or edit your information to register for CMS Web Interface.	snot
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		Organization Information Kerr escalarization killing	neius
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		Contact Information + Ato Here	regist
		All points of contact will receive important updates about CHS web interface registration and data reporting.	ுகுல
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7	"Submit	specified on page 13):	d to
(2	a New		reflec
0	Registræ.	"6. Contact information will be partially pre-populated with the first and last name associated with your HARP account.	t the
1	tion for	 To keep yourself as a contact for the group or virtual group's registration, simply add your email address and 	chang
8)	the CMS	phone number and select Update. (Don't worry – you can add additional contacts!)	e
&	Web	• If you should not be a contact for the group or virtual group's registration, update the first and last name, add	from
1	Interface	the contact's email address and phone number and select Update."	utilizi
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9	"Submit	specified on page 13):	d for
(2	a New		clarity
0	Registra	"8. Congratulations, you have successfully registered!	•
1	tion for		
8)	the CMS	You will see your registration ID displayed on the screen. Each group or virtual group receives a single registration ID that	
&	Web	will not change whether you modify, cancel or add a new registration. All the contacts associated with the registration will	
2	Interface	also receive an email notification of their successful registration.	
1	and/or		
(2	CAHPS	Select Back to List to complete another registration for the same group or virtual group, or to register another group for	
0	for MIPS	the CMS Web Interface and/or CAHPS for MIPS Survey."	
1	Survey"		
9)	section		
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0	"Submit	specified on page 13):	d for
(2	a New		clarity
0	Registra	"9. In Manage Access, confirm you see a green checkmark next to CMS Web Interface (or CAHPS for MIPS Survey),	•
1	tion for	indicating your successful registration for your group or virtual group.	
8)	the CMS	Note: If you're adding a second registration for the same group or virtual group (i.e. registering for the CAHPS for MIPS	
à	web	survey after registering for the CMS web interface), the organization and contact information will carry over and you	
2	Interface	will only need to follow Steps 2 and 8.	
12			
0	for MIPS		
1	Survey"		
9)	section		
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2	Under	Under "Modify Information for a Group with an Existing Registration for the CMS Web Interface and/or CAHPS for MIPS	Edite
1	"Modify	Survey" section:	d for
(2	Informa		clarity
0	tion for	"You may need to modify your information for any of the following reasons:	•
1	a Group	You were automatically registered for the CMS Web Interface, and the Group Size from your 2018 registration is no	
8)	with an	longer accurate.	
&	Existing	 You were automatically registered for the CMS Web Interface, and the Organization Address from your 2018 	
2	Registra	registration is no longer accurate.	
3-	tion for	 You were automatically registered for the CMS Web Interface, and the Contact Information (name, email, and/or 	
2	the CMS	phone number) from your 2018 registration is no longer accurate.	
4	Web	You need to update the Organization Address.	
(2	Interface	 You need to update Contact Information, or change the Contacts associated with the group's registration. 	
0	and/or	You can modify information for a group or virtual group with an existing registration for the CMS Web Interface and/or	
1	CAHPS	CAHPS for MIPS survey for performance period 2019 any time before the registration period closes on July 1, 2019 at	
9)	for MIPS	5:00 pm ET.	
	Survey"		
	section:1.	1. Complete the steps in Section III (Access the Registration System).	
	2.	2. To edit the Group Size, select Edit next to Size."	
	"You can	Select the correct group size and confirm or cancel the change.	
	modify		
	informa	Note: If you are currently registered for the CMS Web Interface and select 2-24 as the group size, the confirmation	
	tion for	message will indicate that accepting the change in size will cancel any existing CMS Web Interface registration because the	
	a group	CMS Web Interface is only available to groups with 25 or more eligible clinicians (including at least one MIPS eligible	
	with an	clinician)."	
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2-	"Modify	Survey" section (such section specified on page 23):	2019
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	Interface r group size	sgistration will be deleted. Are you sure you want to change your ?	
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3	"Modify	Survey" section (such section specified on page 23), particularly Step 4:	2019
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4	"Modify	Survey" section (such section specified on page 23), particularly Step 6:	2019
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2	Under	Under "View your CMS Web Interface and/or CAHPS for MIPS Survey Registration Summary" section:	Edite
5-	"View		d for
2	your	"The registration system will allow you to view information about the CMS Web Interface and/or CAHPS for MIPS	clarity
6	CMS	Survey registrations for all the groups and virtual groups for which you have a Security Official role for their	•
(2	Web	organization. A green checkmark indicates an existing registration, a yellow semi-circle indicates there is no	
0	Interface	registration.	
1	and/or		
8)	CAHPS	In the screenshot below, Sample Organization is registered for the CMS Web Interface but is not registered to	
&	for MIPS	administer the CAHPS for MIPS Survey. Selecting Show Detail will display the Organization and Contact Information.	
2	Survey		
7	Registra	Note: Each group and virtual group will receive a single Registration ID to track all registration activity.	
(2	tion		
0	Summar	To view your group or virtual group's registration information, follow the steps in Section III (Access the Registration	
1	у"	System)."	
9)	section:		
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2	Under	Under "Cancel Your 2017 Registration for the CMS Web Interface and/or CAHPS for MIPS Survey" section:	Edite
7-	"Cancel		d for
2	Your	"If your group or virtual group is registered to participate in MIPS utilizing the CMS Web Interface and/or administering	clarity
8	2017	the CAHPS for MIPS survey for the 2019 performance period, but wishes to cancel the registration, you can log into the	•
(2	Registra	registration system and cancel the registration any time before the registration period closes on July 1, 2019 at 5:00 pm	
0	tion for	ET. If you want to re-register the group or virtual group during the registration period after cancelling your registration,	
1	the CMS	please refer to Section IV (Submit a New Registration) of this guide. Note: You will can't cancel the group or virtual	
8)	Web	group's 2019 registration after July 1, 2019 at 5:00 pm ET.	
&	Interface	1. Complete the steps in Section III (Access the Registration System).	
2	and/or	2. Select Cancel Registration under the appropriate registration.	
8-	CAHPS	3. Once you select Cancel Registration, you will be required to click Continue to cancel your registration or if you	
2	for MIPS	change your mind, click Cancel.	
9	Survey"	4. You have successfully cancelled your registration! Record the Registration Identification Number provided in the	
(2	section:	email notification for your records. If you need to contact the Quality Payment Program to discuss your registration,	
0		please provide the Registration Identification Number. All the contacts associated with the registration will also	
1	"If your	receive an email with the Registration Identification Number confirming your registration cancellation.	
9)	group is	5. When you return to the list of Connected Practices, you should see that the group or virtual group is no longer	
	registere	registered for the CMS Web Interface.	
	d to		
	participa	Note: If you did not intend to cancel the group or virtual group's registration, please follow the guidance in Section IV	
	tein	(Submit a New Registration) to re-register your group before the registration period closes on July 1, 2019 at 5:00 pm	
	MIPS		
	the CMC	According to the Denomyork Deduction Act of 1005, we never any way include your and to a collection of information	
	the CMS	According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unloss it displays a valid OMP control number. The valid OMP control number for this information collection is 0029	
	Interface	1314. The time required to complete this information collection is actimated to average 0.25 hours per response	
	and/or	including the time to review instructions search existing data resources, gather the data needed, and complete and	
	anu/or	review the information collection. If you have comments concerning the accuracy of the time estimate(s) or	
	ering the	suggestions for improving this form please write to: CMS_7500 Security Boulevard_Attn: PRA Peports Clearance	
		Officer Mail Ston C4-26-05. Baltimore Maryland 21244-1850	
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