LTCH Provider Preview Report Access

Provider Preview Reports are available during a 30 day preview period

LTCH Provider Preview Reports can be retrieved by:

1. Selecting the <u>CASPER Reporting</u> link on the "Welcome to the CMS QIES Systems for Providers" webpage.

    NOTE: You must log into the CMS Network using your CMSNet user ID and password in order to access the "Welcome to the CMS QIES Systems for Providers" webpage.

2. Selecting the **Login** button, reviewing the contents of the U.S. Government-Authorized Use Only Window pop-up message box and selecting the **OK** button to proceed to the "CASPER Home" webpage.

3. Selecting the **Folders** button from the menu bar.

4. Selecting your provider's shared folder from the Folders list on the CASPER Folders page. The folder will be named in the following manner: **[State Code] LTCH [Facility ID]** Where:
    State Code = your 2-character state code
    LTCH = Long Term Care Hospital
    Facility ID = CMS-assigned facility ID used for submitting LTCH CARE records

    NOTE: The LTCH Provider Preview Reports will not be in your provider's Validation Report (VR) folder.

5. Selecting the desired LTCH Provider Preview report link from the list of reports displayed on the right side of the CASPER Folders page and the report will display.

    NOTE: The LTCH Provider Preview report links have a prefix beginning with 'LQset##LQ''.