



Conversion To OASIS Individual User ID – Overview

To comply with CMS security regulations, CMS is changing the way agencies login to the OASIS Submission System and CASPER Reporting. The change will require agency users to register for a named individual user account ID.

When the security changes are deployed to your state, you will no longer be able to access the OASIS State Submission System using your state-assigned shared login ID. You will be required to register for a named individual user ID.

The HHA Individual User Registration link will be added to the OASIS State Welcome page. The link will be displayed directly above the OASIS Submission link.

High-Level OASIS Registration Instructions

- You will use your shared login ID and password to login and register.
- To complete the registration, you will be required to enter the following information:
 - First name
 - Last name
 - Phone number
 - E-mail address
 - Password
 - Responses to three (3) security questions
- Upon successful completion of the registration, you will receive a confirmation page that includes your new OASIS named individual user ID.
- You can use your new individual user ID to process submission files the same day.

Each agency will be allowed to have two (2) named individual user IDs.

Deployment Information

The security changes will be deployed at a state level. Deployments are scheduled to begin in February, 2010 and end in August, 2010. The deployment process is not time consuming; system downtime will be minimal.

Information regarding the deployment schedule and detailed registration instructions will be available in the upcoming months. Updated information will be available on the OASIS State Welcome Page and the QIES Technical Support Office (www.qtso.com) website.