



Batch Reporting User Guide

Last Updated: January 2017

Overview

Providers participating in the Medicare EHR Incentive Program can submit their attestation with other members of their medical group or hospital system who are also participating in the program. The Attestation Batch Upload option allows multiple eligible professionals (EPs) or multiple eligible hospitals to submit attestations in a single file through the CMS [Registration and Attestation System](#).

Although this option enables groups to submit their attestations together, payments for the Medicare EHR Incentive Program are provided to individuals, not to medical groups or hospital systems as a whole. Providers participating in the Medicaid EHR Incentive Program should check with their [state](#) to determine if batch reporting is available.

Please note: providers will still need to register for the Medicare EHR Incentive Program individually or designate a third party to register on their behalf.

Allowable measure category combinations

Providers have the option to submit meaningful use measures, as well as clinical quality measures (CQMs) through batch reporting. Providers must use 2014 certified EHR technology to participate in batch reporting. If it is available, providers may also attest using EHR technology certified to the [2015 Edition](#), or a combination of the two. Below are the possible combinations for submitting batch attestations:

- Meaningful use measures only
- Meaningful measures and CQMs
- CQMs only

When uploading CQMs into the Registration and Attestation System, be sure to:

- Mark the meaningful measure categories as “completed”
- Make sure you are not Medicare Advantage-Affiliated

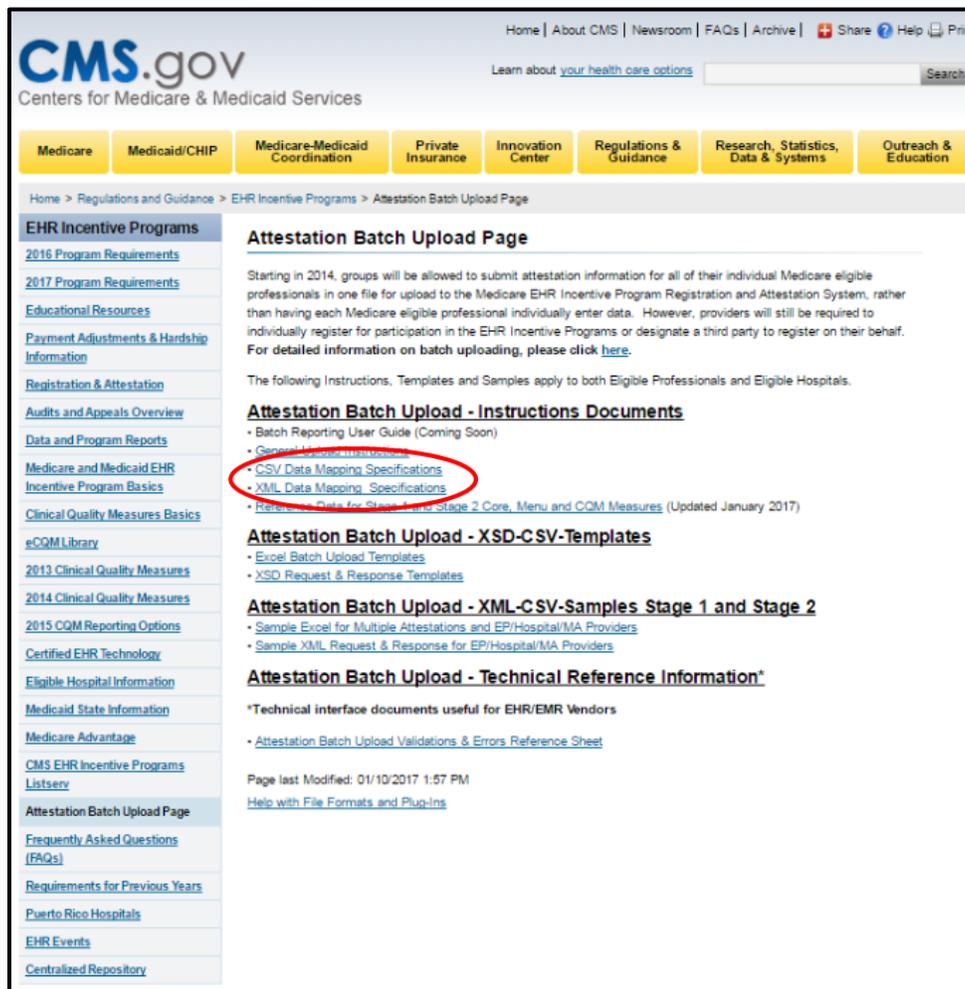
Receive credit for quality reporting

Medicare providers have the option of submitting CQM data electronically to receive credit for quality reporting programs and the Medicare EHR Incentive Program.

EPs can submit their CQM data through the [Physician Quality Reporting System \(PQRS\)](#), and hospitals through the [Inpatient Quality Reporting \(IQR\) program](#).

How to submit attestation data

1. Begin by downloading either a CSV file or an XML file and the mapping specifications from the [CMS Attestation Batch webpage](#).



2. Use the mapping specifications to fill out the CSV or XML file. Fill out the batch file to include provider type, measure category combinations, and stage number.

XML File Format

```

<xsd:element name="BatchAttestationRequest" type="BatchAtt
<xsd:complexType name="BatchAttestationRequestType">
  <xsd:sequence>
    <xsd:element ref="Header" />
    <xsd:element ref="Attestations" />
    <xsd:element ref="Trailer" />
  </xsd:sequence>
</xsd:complexType>
<xsd:complexType name="AttestationsType">
  <xsd:sequence>
    <xsd:element ref="Attestation" maxOccurs="unbounde
  </xsd:sequence>
</xsd:complexType>

<xsd:complexType name="AttestationType">
  <xsd:sequence>
    <xsd:element name="TransactionNumber" type="Transa
    <xsd:element name="Provider" type="ProviderType" /
    <xsd:element name="EHRCertificationNumber">
      <xsd:simpleType>
        <xsd:restriction base="xsd:string">

```

CSV File Format

#	Header Description	File Name	File Creation Date	File Cont
1	#	Header Description	File Name	File Creation Date
2	Header	NLR-Attestation-Batch-Upload-Version-1.0	file.csv	1/1/2011
3	#	Transaction Number	EHR Certification Number	MAO Contract Number
4	Attestation	0	0	0 ALL_ED
5	#	Category Description	Objective Number	Exemption Yes No Answer
6	Measure Data	CLINICAL_QUALITY_MEASURES	0	NO
7	Measure Data	CLINICAL_QUALITY_MEASURES	0	NO
8	Measure Data	CLINICAL_QUALITY_MEASURES	0	NO
9	#	Record Count		
10	Trailer		1	

3. Access the [Registration and Attestation System](#) for the EHR Incentive Programs. Once you have logged into the system, select the “Attestation Batch Upload” option to submit attestations. This will allow you to submit attestations on behalf of multiple EPs or hospitals.

Organization	EIN	State	County	Year	Status	Count	Actions
DAVIS HOSPITAL & MEDICAL CENTER LP	68-0562507 (EIN)	1548205818	460041	2011			
DAVIS HOSPITAL & MEDICAL CENTER LP	68-0562507 (EIN)	1548205818	460041	2012	Payment Issued		
DAVIS HOSPITAL & MEDICAL CENTER LP	68-0562507 (EIN)	1548205818	460041	2013			
DAVIS HOSPITAL & MEDICAL CENTER LP	68-0562507 (EIN)	1548205818	460041	2014	Accepted	3	Modify View
DAVIS HOSPITAL & MEDICAL CENTER LP	68-0562507 (EIN)	1548205818	460041	2015			Attest

Medicare Attestation Batch
Please select the **Attestation Batch Upload** button to upload Attestations(s) using a batch file.

Attestation Batch Upload

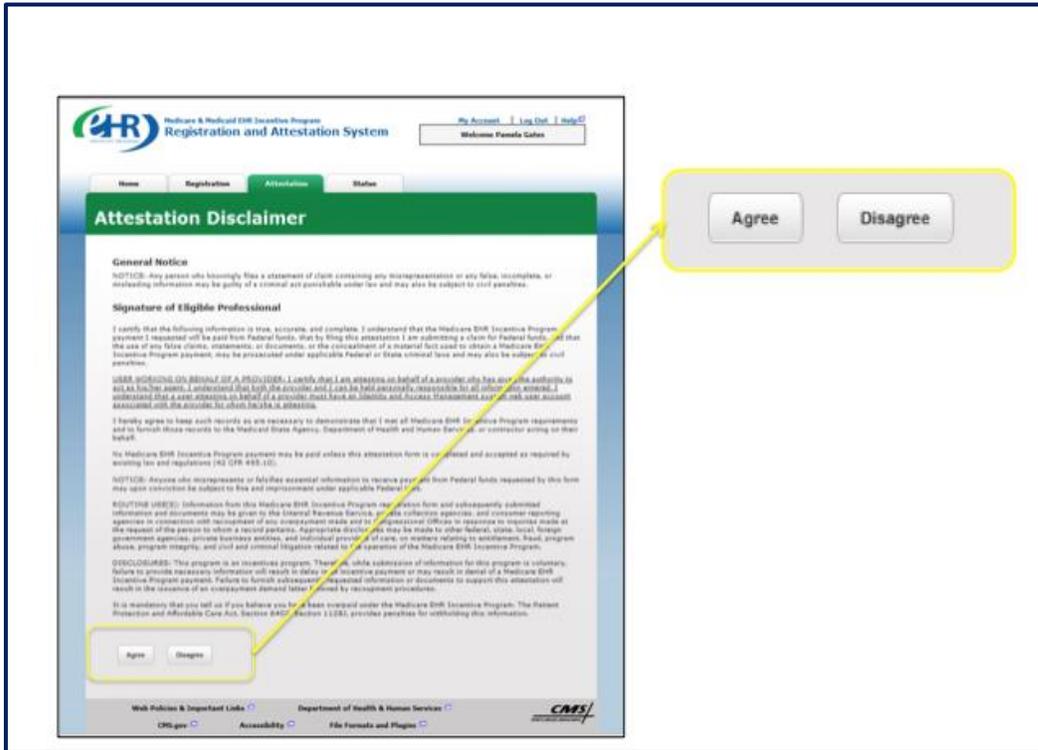
Medicare Attestation Batch
Please select the **Attestation Batch Upload** button to upload Attestations(s) using a batch file.

Attestation Batch Upload

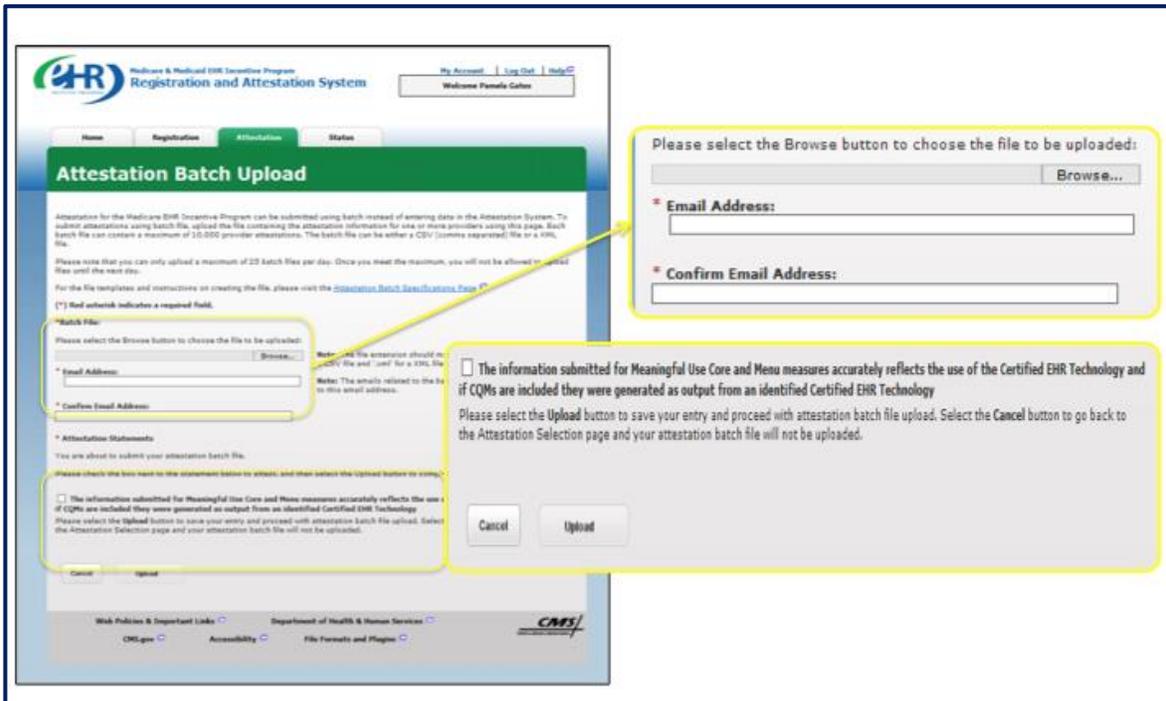
Web Policies & Important Links | Department of Health & Human Services | CMS.gov | Accessibility | File Formats and Plug-ins

Note: An attestation batch file can contain a maximum of 10,000 provider attestations. The upload file limit for a user is 25 batch files per day. Once you meet the maximum of 25 batch files, you will not be allowed to upload any additional files until the next day.

- On the Attestation Disclaimer page, click either **Agree** or **Disagree**.



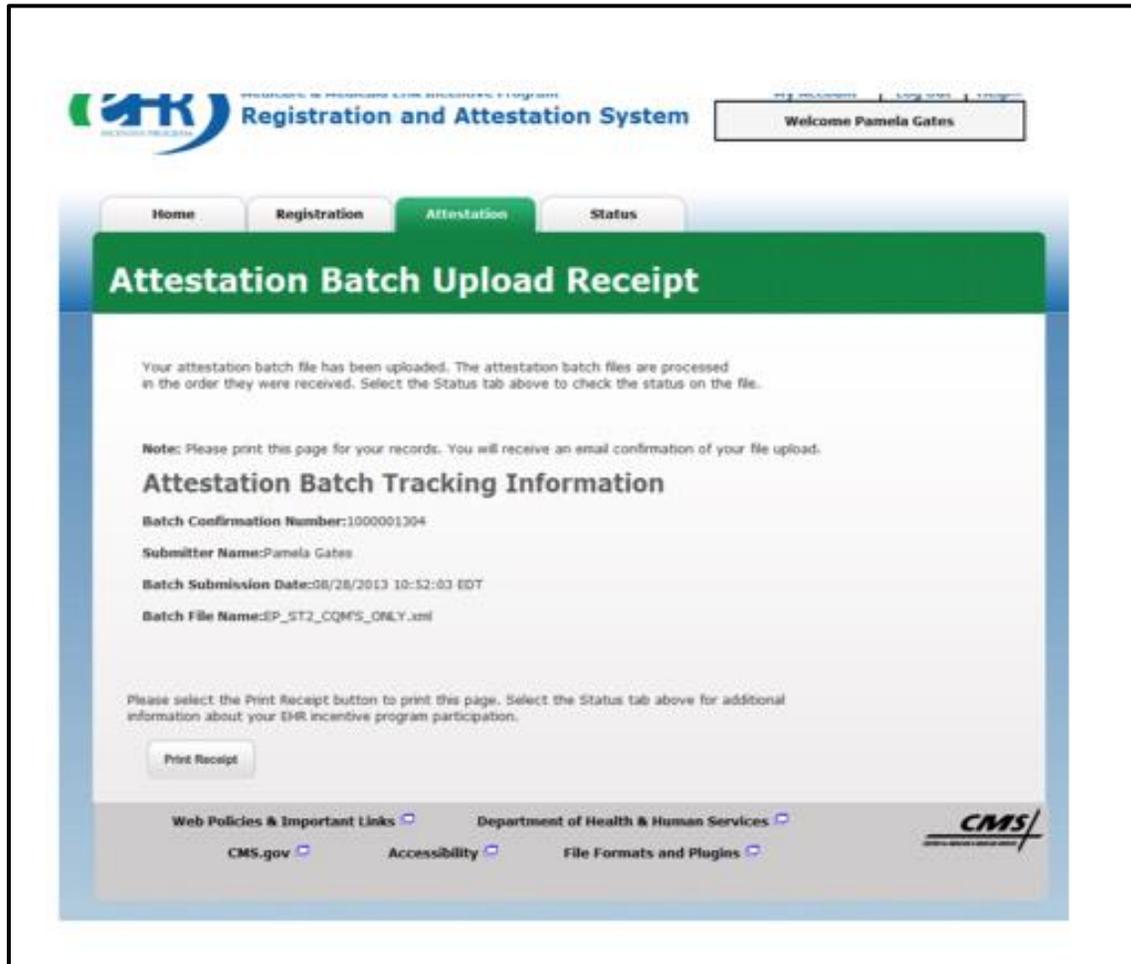
- On the Attestation Batch Upload page, click **Browse** to choose a file. Upload the CSV or XML file with the batch attestation data.



Note: The file extension should match the batch file format: '.csv' for a CSV file or '.xml' for an XML file.

Once you have uploaded your attestation data, enter your email address and review the attestation statement. Mark the attestation statement box and then click the "Upload" button to submit your batch data.

6. Once your attestation batch has been submitted, you will see a receipt page. This will include the batch confirmation number, submitter's name, batch submission date, and file name. Please print your receipt.



Review batch attestation status

1. On the Status tab of the Registration and Attestation System, click the **View Attestation Batch Status** button near the bottom of the screen. This will give you an opportunity to review the batch data you submitted.
2. The Attestation Batch Status page will display one of the following batch statuses and the actions that are available for each batch file:
 - **Batch received** - file was uploaded and is waiting to be processed.
 - **Batch invalid** - file was not processed because it was an invalid format or there were data errors at the file level.
 - **Processed successfully** - file was processed. All attestation records contained in the file were successfully uploaded into the system.
 - **Processed with errors** - file was processed. However, one or more of the attestation records was invalid and could not be uploaded into the system. You may correct the errors and resubmit the invalid attestations.

Batch confirmation Number	Submission Date	Batch File Name	File Format	Stage Number	Provider Type	Measure Categories	Group NPI	Batch Status	Action
1000001141	01/31/2017 13:44:34 EST	RNA_EH_stage1_2016_CSV_SmokeT est.csv	CSV	1	Eligible Hospitals or CAH	MU Objectives and CQM	1588994909	Processed Successfully	<input type="button" value="Download"/> <input type="button" value="View"/>
1000001140	01/31/2017 13:28:37 EST	EH_stage1_2016_ES.csv	CSV	1	Eligible Hospitals or CAH	MU Objectives and CQM	1588994909	Processed with Errors	<input type="button" value="Download"/> <input type="button" value="View"/>

3. If the **Download** action is available, click to download a response file with the status for each attestation that was submitted and/or the list of error messages. This file will be in the same format as the original batch file (CSV/XML) you submitted.

Note: The Download option is available only for 60 days from the batch submission date.

4. Click the **View** button to display Attestation Batch details and review the summary of individual attestation records.

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