2014-2015 HIS Technical Information archives

About this Page

This HIS Technical Information web page provides updates and resources related to HIS data submission specifications and other technical information.

For questions related to content posted on this page, please contact the Technical Help Desk at iQIES@cms.hhs.gov.

Updates

October 19, 2015

Hospice Quality Reporting Program – new technical modules available

Four new training modules are available to assist providers successfully submit their Hospice Item Set admission and discharge records to CMS. Each module provides helpful tips including submission instructions, top ten errors, how to access and review the hospice final validation reports, available CASPER reports and suggested uses, as well as where to locate useful technical documentation and QTSO help desk contact information.

1) **Hospice Tech Training_HIS Data Submission (Module 1 of 4)** – Tips for successful HIS submission - this module outlines tips for successful HIS data submission, including CMSNet User ID and QIES User ID registration and tips for submitting HIS data.

2) **Hospice Tech Training_HIS Final Validation Report (FVR) and Top Ten Submission Errors (Module 2 of 4)** - this module outlines important information about accessing and reviewing the hospice final validation report and provides a summary of the 10 most frequent errors for quarters 1 and 2 of 2015.

3) **Hospice Tech Training_CASPER Reports for providers (Module 3 of 4)** - this module outlines the three new hospice reports, as well as other CASPER reports and suggested uses of those reports.

4) **Hospice Tech Training_User Guides Location and Technical Help Desk Support** (Module 4 of 4) - this module contains important information for locating technical documentation, as well as contact information for the QTSO help desk.

May 05, 2015

Hospice Data Specs Effective April 1, 2016

An updated version of the HIS data submission specifications (v1.02.0) is now available. This final version of the specifications will go into effect on April 1, 2016. This version of the data specifications consists of the following files:

• Hospice data specs overview (v1.02.0) 04-10-2015.pdf
• Hospice data dictionary (v1.02.0) 04-10-2015.zip
• Hospice data specs CSV files (v1.02.0) 04-10-2015.zip
• Hospice data specs HTML files (v1.02.0) 04-10-2015.zip
• Hospice data specs PDF files (v1.02.0) 04-10-2015.zip

These files are available in the Downloads section below.

03/16/2015

An errata for v 1.01.0 of the HIS data submission specifications is now available. It contains two issues which remove a fatal edit from two items and adds a warning edit to those same items. The errata document is available in the Downloads section below.

01/14/2015

An updated version of the HIS data submission specifications (v1.01.0) is now available. This final version of the specifications will go into effect on June 28, 2015. This version of the data specifications consists of the following files:

• Hospice data specs overview (v1.01.0) 12-22-2014.pdf
• Hospice data dictionary (v1.01.0) 12-22-2014.zip
• Hospice data specs CSV files (v1.01.0) 12-22-2014.zip
• Hospice data specs HTML files (v1.01.0) 12-22-2014.zip
• Hospice data specs PDF files (v1.01.0) 12-22-2014.zip

5/21/2014

Registration for Hospice User IDs Now Available

Medicare-certified hospices will be required to complete and submit a Hospice Item Set (HIS) Admission record and a HIS Discharge record for each patient admission on or after July 1, 2014. The completed HIS records are submitted to the Quality Improvement and Evaluation System (QIES) Assessment Submission and Processing (ASAP) system. Hospice providers required to submit the HIS records must register for two separate user IDs – a CMSNet User ID and a QIES User ID. The online registration applications for the CMSNet User ID and the QIES User ID are now available.

CMSNet User ID

Each provider is allowed two CMSNet User IDs which allows access to CMS' private network where the QIES systems reside.

The CMSNet User ID registration is an online, self-registration process. The Hospice CMSNet Online Registration application link is posted on the CMSNet Information page on the QTSO website at https://www.qtso.com/cmsnet.html.

Users must follow the registration instructions contained in the Hospice CMSNet Online Registration Instructions document available on the CMSNet Information page on the QTSO website.

Following successful completion of the online registration, the user will receive two emails from the mdcn.mco@palmettogba.com email address:

- Email #1 – contains the user's CMSNet user ID
- Email #2 – contains the password associated to the CMSNet user ID, links to access the Juniper software installation document, Frequently Asked Questions (FAQ's) and contact information

Once you have received the second email containing the password associated to the CMSNet User ID, you may begin the process of installing the Juniper communications software. Successful installation of the Juniper software allows you to log into the CMS Network.

Should you have questions while registering for the CMSNet User ID, contact the CMSNet Help Desk by:

Phone at (888) 238-2122

E-mail at mdcn.mco@palmettogba.com

QIES User ID

Once successfully logged into the CMS Network, providers will access a Hospice link. The Hospice link will allow users to access the CMS QIES Systems for Providers - Hospice Welcome page where the Hospice User Registration application link resides. The Hospice User Registration application is used by the hospice provider to register for the QIES User IDs. The QIES User ID allows users to access the Hospice Submissions System to submit HIS records to the QIES ASAP system and to the CASPER Reporting system to access the Hospice Final Validation Report and other valuable Hospice reports.

Each provider is allowed to register for two QIES User IDs. The QIES User ID registration is an online, self-registration process. The Provider User Registration User's Guide that details the process of registering for a QIES User ID is available in the Hospice User Registration application.

Should you have questions while registering for the QIES User ID, contact the QTSO Help Desk by phone at (877) 201-4721 or by email at iQIES@cms.hhs.gov.

You are encouraged to review the Hospice technical training modules 1 (CMSNet User ID Registration Process) through 3 (QIES User ID Registration Process) **prior** to registering for the CMSNet and QIES User IDs. The recorded training modules are available on the QTSO website.

5/07/2014

Recorded Hospice Item Set (HIS) Technical Training Modules Available:

Hospice Item Set (HIS) technical training will be available beginning the week of May 5, 2014 on the QIES Technical Support Office website at https://www.qtso.com/. This training is for Medicare-certified hospices required to submit Hospice Item Set (HIS) records for the Hospice Quality Reporting Program.

The Hospice technical training consists of a series of short recorded WebEx modules that will demonstrate the registration and submission process to hospice users. Information covered in these training modules include registration of two separate user IDs; installation of the Juniper communication software; submission of HIS record files to the QIES ASAP system and accessing the CASPER Reporting system to retrieve the Hospice Final Validation Reports. The Hospice Item Set (HIS) Submission User's Guide and CASPER Reporting User's Guide For Hospice Providers will also be available on the https://www.qtso.com/ website on the Hospice User Guides & Training page. These guides are essential and provide step by step instructions that coincide with the WebEx modules to guide users through the HIS record submission process.

Below is essential information about accessing the Hospice (HIS) Technical WebEx training modules.

• Access the QTSO e-University page by selecting the Online Training link on https://www.qtso.com/ or by accessing https://www.qtso.com/webex/qiesclasses.php.

• Select the Hospice link located in the Recorded Training Sessions Categories box and the QTSO e-University login page will display.

• Enter your first and last name and Email address in the Name and Email fields.

• Select the Go button and the Recorded Training Sessions page will display

• Select the Hospice Introduction to QIES ASAP and CASPER Reporting Systems link from the Recorded Training Sessions box to begin the first recording in the training module series.

Please view these short WebEx modules and then read/review the technical user's guides that are provided.   This is critical to ensure successful registration for user IDs and subsequent submission of the HIS records for the Hospice Quality Reporting Program.

CMS encourages users to plan and schedule time in early May to watch the technical modules as registration for user IDs begins May 19, 2014.

Important notes:

• You are strongly encouraged to view the recorded training modules in numerical order after the Introduction Module.

• These recorded training modules will be available indefinitely as a reference tool. There is no limit to the number of times that you or other staff members for your provider may view these recordings.

• You are encouraged to print the training slides that are posted with each training module.

• The file format for this recording is Windows Media Video (WMV). Windows Media Player is recommended for viewing.

• This training session contains audio and visual information. Ensure that the computer's speakers are turned on to hear the audio.

• The recorded training sessions contain closed captioning.   Select the Closed Captioning Instructions link in the Recorded Training Sessions box to access instructions for enabling the closed captioning feature, if needed.

HART User Tool Training Modules:

The Hospice Abstraction Reporting Tool, or HART, is a free JAVA-based application provided by CMS and made available for Hospice providers for the entry and validation of HIS Records prior to submission to the QIES ASAP system.

There are 4 WebEx training modules available that will demonstrate the use of the HART tool. These will be available on the https://www.qtso.com/hart.html. website beginning the week of May 5, 2014.

The modules are:

HART Login - This WebEx will review the beginning steps to login to the HART tool. This includes logging in, creating a User and creating a Facility.

HART Patient and HIS Record - This WebEx will review how to create a patient and a HIS Record within the HART tool.

HART Import Export - This WebEx will review how to import and export HIS Records in the HART tool.

HART Reports - This WebEx will review how to run the available reports within the HART tool.

In addition to these videos, a Demonstration copy of the HART tool will be available to download from the https://www.qtso.com/hart.html website in mid-May. This demo version will allow you to enter in test Facility, User, Patient, and HIS Records so that you can get comfortable with the tool prior to July 1st. Since it is a demonstration version, it will not allow imports or exports and any information that is entered will be considered "test" data.

Please contact the QTSO Help Desk by phone at (877)-201-4721 or by email at iQIES@cms.hhs.gov if you have any questions regarding the training modules or the demo version of HART.

Hospice Quality Reporting Archives

Downloads

- Hospice data specs HTML files (v1.02.0) 04-10-2015 (ZIP)
- Hospice data dictionary (v1.02.0) 04-10-2015 (ZIP)
- Hospice data specs PDF files (v1.02.0) 04-10-2015 (ZIP)
- Hospice data specs errata (v1.01.0) 03-05-2015 (PDF)
- Hospice data specs overview (v1.02.0) 04-10-2015 (PDF)
- Hospice data specs CSV files (v1.02.0) 04-10-2015 (ZIP)
- Hospice data dictionary (v2.00.0) DRAFT 05-04-2016 (ZIP)
- Data specs CSV files (V2.00.0) FINAL 08-01-2016 (ZIP)
- Data specs CSV files (V2.00.0) DRAFT 05-04-2016 (ZIP)
- Hospice data specs errata (v2.02.2) 05-22-2020 (PDF)
- Data Specs PDF files (V2.00.0) FINAL 08-01-2016 (ZIP)
- Data specs PDF files (V2.00.0) DRAFT 05-04-2016 (ZIP)
- Data Specs HTML files (V2.00.0) FINAL 08-01-2016 (ZIP)
- Data specs HTML files (V2.00.0) DRAFT 05-04-2016 (ZIP)
- Hospice Data Specs Overview (v2.00.0) DRAFT 05-04-2016 (PDF)
- Hospice data dictionary (v2.00.0) FINAL 08-01-2016 (ZIP)
- Hospice_Webinar_May_2016 (PDF)
- Hospice-Data-Specifications-Overview-(v2.00.0)-FINAL-08-01-2016 (PDF)

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