



**MEDICARE EHR INCENTIVE PROGRAM HARDSHIP EXCEPTION INSTRUCTIONS
FOR FIRST-TIME ELIGIBLE PROFESSIONALS (EPS) TRANSITIONING TO THE
MERIT-BASED INCENTIVE PAYMENT SYSTEM (MIPS) IN PROGRAM YEAR 2017
AND
EXCEPTION APPLICATION FOR DECERTIFIED EHR TECHNOLOGY FOR EPS**

**MEDICARE ELECTRONIC HEALTH RECORD (EHR) INCENTIVE PROGRAM
HARDSHIP EXCEPTION INFORMATION**

- **An Eligible Professional (EP)** may submit this EP Hardship Exception Application (https://www.cms.gov/Regulations-and-Guidance/Legislation/EHRIncentivePrograms/PaymentAdj_Hardship.html) if the EP has never before successfully attested to meaningful use under the EHR Incentive Program and is transitioning to MIPS in Program Year 2017.

OR

- **An Eligible Professional (EP) may submit this EP Hardship Exception Application if they have a CEHRT that has been certified EHR technology and then was decertified under ONC's Health IT Certification Program during the 12-month preceding the applicable EHR reporting period for the CY 2018 payment adjustment year, or during the applicable EHR reporting for the CY 2018 payment adjustment year, and that the EP made a good faith effort to obtain another certified EHR technology for the applicable EHR reporting period.**

The EP must submit this application no later than **October 1, 2017**.



BASIC APPLICATION INFORMATION

- To avoid the 2018 payment adjustment, this application must be submitted electronically or postmarked October 1, 2017.
- This application can be completed for up to 100 EPs from the same group practice provided **all** EPs have never before attested to meaningful use under the EHR Incentive Program and **all** intend to transition to MIPS in Program Year 2017 **OR** if **all** EPs have CEHRTs that have been deemed decertified under ONC's Health IT Certification Program during the 12-month preceding the applicable EHR reporting period for the CY 2018 payment adjustment year, or during the applicable EHR reporting period for the CY 2018 payment adjustment year, and that the EP made a good faith effort to obtain another certified EHR technology for the applicable EHR reporting period. If more than 100 EPs are applying, please attach an Excel spreadsheet listing each EP's first name, last name, and individual National Provider Identifier (NPI).
- This application must be fully completed for any EP to formally file this EP Hardship Exception Application Transitioning to MIPS with the Medicare EHR Incentive Program.
- This application will be reviewed when the completed form is received.
- If approved, this Hardship Exception is valid for the 2018 payment adjustment year only.
- Determinations made by CMS or their designee regarding this Hardship Exception Application are final and cannot be appealed.



INSTRUCTIONS FOR COMPLETING AND SUBMITTING THIS APPLICATION

- Electronic submission of this application is strongly recommended as submitting hardcopy or faxed applications may result in processing delays.
- Please download the application, and type in the dynamic form. You must save the application on your computer and attach it to the body of an email.
- This completed application must be attached to an email and sent to ehrhardsip@provider-resources.com.
- All Hardship Exception determinations will be returned via email from ehrhardsip@provider-resources.com to the email address provided on the application.
- If electronic submission is not possible, by any means, please TYPE or PRINT all information using blue or black ink and submit this application via fax to **814-456-7132**.
- CMS will only accept documentation submitted in Portable Document Format (.pdf), Microsoft Word Document (.doc), Microsoft Word Open XML Document (.docx), Microsoft Excel (.xls) or Microsoft Excel Open XML spreadsheet (.xlsx) formats. These documents must be directly accessible through the email attachment.
- Missing documentation or submissions in formats other than those listed above could result in a determination delay or in denial of the hardship exception.
- All documentation is required at the time of submission and additional documentation will not be accepted.
- Retain a copy of your completed hardship exception application for your records.