

2014 Group Practice Registration in the PV-PQRS Registration System

Introduction

The Physician Value-Physician Quality Reporting System (PV-PQRS) Registration System will allow authorized representatives of a group practice to perform the following tasks on behalf of the group practice between **April 1, 2014 and September 30, 2014 (until 11:59 pm EDT)**:

- Selector change the group practice's PQRS group reporting mechanism for 2014.
 - Web Interface (for groups with 25 or more eligible professionals (EPs) only),
 - Qualified PQRS registry, or
 - Electronic Health Record (EHR) [via Direct EHR using Certified EHR Technology (CEHRT) or CEHRT via Data Submission Vendor].
- In general, if the group practice has 25 or more EPs, then the group can elect to supplement its PQRS reporting mechanism with the Consumer Assessment of Health Providers and Systems (CAHPS) for PQRS survey. However, if the group practice has 100 or more EPs and has selected the Web Interface reporting mechanism for 2014, then the group is required to report the CAHPS survey. Group practices that have elected or are required to report the CAHPS survey may choose to include their performance on the 2014 CAHPS survey in the calculation of the group's 2016 Value-Based Payment Modifier.
- View a summary of the group practice's Program Year (PY) 2013 Registration information (if available).

A "group practice" is defined as a single Medicare billing Taxpayer Identification Number (TIN) with 2 or more individual EPs (as identified by their individual National Provider Identifier (NPI)) who have reassigned their billing rights to the TIN.

Note: Individual EPs that choose to participate in the PQRS as an individual in 2014 **do not** need to register in the Registration System. Individual EPs may participate in the PQRS as an individual in 2014 via claims, a qualified PQRS registry, a qualified clinical data registry, or EHR. Alternatively, if the individual EP is part of a group practice that has 2 or more EPs and the group chooses to participate in the PQRS as a group in 2014, then the group must register in the Registration System between April 1, 2014 and September 30, 2014.

Getting Started

An Individuals Authorized Access to the CMS Computer Services (IACS) account with a PV-PQRS Group Security Official role or PV-PQRS Group Representative role is required to access the Registration System. Authorized representatives of a group practice can sign up for a new IACS account or modify an existing IACS account to add the appropriate group role on the IACS website at <https://applications.cms.hhs.gov/>. Please note that it takes approximately 24 hours for CMS to process your IACS account request; therefore, your IACS account must be obtained in advance so that your group's registration can be submitted by **September 30, 2014**. If you already have an IACS account with a group PV-PQRS System role, but you forgot your User ID and/or password, then you can retrieve the User ID and reset the password on the IACS website.

Please gather the following information before you begin to register your group practice (TIN) in the Registration System:

- Organization Information: Group Practice Reporting Option (GPRO) Name, Entity Name, and Mailing Address.
- Requestor Information: First Name, Last Name, Email, and Phone Number.
- Program Contact Information: First Name, Last Name, Email, Phone Number, and Address.
- Technical Contact Information: First Name, Last Name, Email, Phone Number, and Address.
- Group Practice Size.

If you have questions or need further assistance, please contact the QualityNet Help Desk by phone at (866) 288-8912 (TTY 1-877-715-6222) or by email at qnet-support@sdps.org. Normal business hours are Monday-Friday from 8 am to 8 pm EST.

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- Selection of the group practice's PQRS group reporting mechanism for 2014 (Web Interface (for groups with 25 or more EPs only), Qualified PQRS registry, or EHR [via Direct EHR using Certified EHR Technology (CEHRT) or CEHRT via Data Submission Vendor]).
- If the group practice has 25 or more EPs, then the group can elect to supplement its PQRS reporting mechanism with the CAHPS survey. However, if the group practice has 100 or more EPs and has selected the Web Interface reporting mechanism for 2014, then the group is required to report the CAHPS survey. Group practices that have elected or are required to report the CAHPS survey may choose to include their performance on the 2014 CAHPS survey in the calculation of the group's 2016 Value-Based Payment Modifier.

Note: For all group practices that have elected or are required to report the CAHPS survey, please note that for 2014, the Centers for Medicare and Medicare Services (CMS) has already contracted with a certified survey vendor to implement these surveys on behalf of the group. Please note that some group practices may have insufficient sample sizes as a result of patient attribution and sampling rules to have valid and reliable CAHPS results; therefore, groups should make sure to report sufficient number of measures to meet program requirements.

For additional information about getting a new or modifying an existing IACS account and the PV-PQRS Registration System, please refer to <http://www.cms.gov/Medicare/Medicare-Fee-for-Service-Payment/PhysicianFeedbackProgram/Self-Nomination-Registration.html>. For information about the PQRS program and CAHPS surveys, please refer to <http://www.cms.gov/pqrs>.

Submitting a New 2014 PQRS GPRO Registration

1. Go to <https://portal.cms.gov>. On the right hand side, select **Log into CMS Secure Portal**.
2. After accepting the **Terms and Conditions**, enter your IACS User ID and Password on the **Welcome to CMS Enterprise Portal** screen. Select **Login** to continue.
3. Select the **PV-PQRS** tab at the top of the screen, and then select **Registration** from the dropdown menu.
4. You will see a screen where the group practice(s) and EP(s) (if applicable) that are associated with your IACS account are listed. To register a group practice for the first time, select the **Register** link to the right of the group practice you want to register.

Note: If your group practice participates in the **Medicare Shared Savings Program (MSSP)** in 2014, then you will see an alert message letting you know that your group (TIN) cannot participate in the PQRS GPRO outside the MSSP Accountable Care Organization (ACO) Program. Therefore, it is not necessary for you to register the group practice in the Registration System. If your group practice participates in the **Pioneer ACO Model** or the **Comprehensive Primary Care (CPC) Initiative** in 2014, then you will also be informed of your group practice's participation in either of these programs.

5. Enter the required information in the following sections: **Organization Information, Requestor Information, Group Practice Size, Reporting Mechanism**, and for group practices with 25 or more EPs, **CAHPS Selection and CAHPS for the Value Modifier**. Select **Save & Continue** to save your information and proceed to the next screen.

Note: If the 2013 registration information is available for your group practice, then you can select **Check the box if you would like to use PY 2013 registration information for this year's registration** to pre-populate the **Organization Information** and **Requestor Information** sections.

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6. Enter the required information in the following sections: **Program Contact Information** and **Technical Contact Information**. Select **Save & Continue** to save your information and proceed to the next screen. **Note:** If you selected **Check the box if you would like to use PY 2013 registration information for this year's registration** on the previous screen, then the **Program Contact Information** and **Technical Contact Information** sections will also be pre-populated.
7. Verify that all the information in the **Summary** screen is correct. To modify any of the information, select **Edit**. After you verified that the information is correct, select **Submit** to complete your registration.
8. Record the Registration Identification Number provided in the Confirmation Message or select **Print** to print the Confirmation Message for your record. If you need to contact the Help Desk to discuss your registration, please refer to the Registration Identification Number. You will also receive an email with the Registration Identification Number confirming your registration.

Modifying an Existing 2014 PQRS GPRO Registration

You can modify an existing registration until the PV-PQRS Registration System closes on September 30, 2014.

1. Go to <https://portal.cms.gov>. On the right hand side, select **Log into CMS Secure Portal**.
2. After accepting **Terms and Conditions**, enter your IACS User ID and Password on the **Welcome to CMS Enterprise Portal** screen. Select **Login** to continue.
3. Select the **PV-PQRS** tab at the top of the screen, and then select **Registration** from the dropdown menu.
4. You will see a screen where the group practice(s) and EP(s) (if applicable) that are associated with your IACS account are listed. To modify an existing 2014 group registration, select the **Modify** link to the right of the group practice whose registration you want to modify.
Note:
 - If your group practice participates in the **MSSP** in 2014, then you will see an alert message letting you know that your group (TIN) cannot participate in the PQRS GPRO outside the MSSP ACO Program. Therefore, it is not necessary for you to register the group practice in the Registration System. If your group practice participates in the **Pioneer ACO Model** or the **CPC Initiative** in 2014, then you will also be informed of your group practice's participation in either of these programs.
 - If your group practice's 2014 registration was canceled by the Help Desk, then you will not be able to modify the registration. Please contact the Help Desk to make any changes.
5. Update the information in any of the following sections: **Organization Information**, **Requestor Information**, **Group Practice Size**, **Reporting Mechanism**, and for group practices with 25 or more EPs, **CAHPS Selection and CAHPS for the Value Modifier**. Select **Save & Continue** to save your information and proceed to the next screen.
6. Update the information in any of the following sections: **Program Contact Information** and **Technical Contact Information**. Select **Save & Continue** to save your information and proceed to the next screen.
7. Verify that all the information in the **Summary** screen is correct. To modify any of the information, select **Edit**. After you verified that the information is correct, select **Submit** to complete your registration.
8. Record the Registration Identification Number provided in the Confirmation Message or select **Print** to print the Confirmation Message for your record. If you need to contact the Help Desk to discuss your registration, please refer to the Registration Identification Number. You will also receive an email with the Registration Identification Number confirming your registration.

If you have questions or need further assistance, please contact the QualityNet Help Desk by phone at (866) 288-8912 (TTY 1-877-715-6222) or by email at qnetsupport@sdps.org. Normal business hours are Monday-Friday from 8 am to 8 pm EST.

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Viewing a PQRS GPRO Registration Summary

You can view a summary of your group practice's registration information for 2014 or a previous year's registration (if available).

1. Go to <https://portal.cms.gov>. On the right hand side, select **Log into CMS Secure Portal**.
2. After accepting **Terms and Conditions**, enter your IACS User ID and Password on the **Welcome to CMS Enterprise Portal** screen. Select **Login** to continue.
3. Select the **PV-PQRS** tab at the top of the screen, and then select **Registration** from the dropdown menu.
4. You will see a screen where the group practice(s) and EP(s) (if applicable) that are associated with your IACS account are listed. Select the **View** link to the right of the group practice or EP whose registration information you want to view.
5. You will see a **Summary** screen with the registration information provided.

Note:

- If you are viewing your group practice's 2014 registration information and want to update any of the information, select **Home** to go back to the **Welcome** screen, and then select **Modify**. You will be able to modify a 2014 registration until the Registration System closes on September 30, 2014.
- If you are viewing prior year registration information, you will not be able to modify the registration.

Canceling a 2014 PQRS GPRO Registration

Group practices with 2 or more EPs that wish to cancel their registration for participation in the 2014 PQRS GPRO must contact the QualityNet Help Desk **before** the registration period closes on **September 30, 2014**. Group practices will not be allowed to cancel their 2014 GPRO registration after this date.

If a group practice with 10 or more EPs wishes to cancel its PQRS GPRO registration, then the group can still avoid the -2.0% Value Modifier payment adjustment in 2016, if the EPs in the group participate in the PQRS as individuals in 2014 and **at least 50% of the EPs** in the group meet the satisfactory reporting criteria as individuals via claims, a qualified PQRS registry, or EHR (or in lieu of satisfactory reporting, satisfactorily participate in a qualified clinical data registry) to avoid the 2016 PQRS payment adjustment. No registration is necessary if the EPs in a group practice participate in the PQRS as individuals.