



Today's Presenters:

Al Wroblewski

wroblewski@masstech.org

and

Elisabeth Renczkowski

renczkowski@masstech.org



Massachusetts Medicaid EHR Incentive Payment Program

Registration and Attestation
Learning Module



Lesson Learning Objectives

By completing this lesson you will be able to:

- Distinguish between the roles of EPs, Designees and Primary Users when accessing the CMS Registration and Attestation system
- Describe the basic functions of the following systems:
 - NPPES
 - CMS I&A Management system
 - PECOS
 - CMS R&A system
- Identify key steps required to successfully register with the CMS system, based on your role.
- Resolve any access problems with either the CMS or Massachusetts Registration and Attestation systems.



Lesson Learning Objectives (Cont.)

- Differentiate between CMS systems and MA Medicaid systems when describing the Registration and Attestation process
- Explain the inter-relationship between:
 - CMS R&A System
 - MMIS
 - MAPIR

Federal & State systems working together to support the Massachusetts Medicaid EHR Incentive Payment Program

**CMS Identity &
Access (I & A) and
Registration &
Attestation System
(CMS R&A)**

**Medicaid
Management
Information System/
Provider Online
Service Center
(MMIS/POSC)**

**Medical Assistance
Provider Incentive
Repository
(MAPIR)**



CMS Registration Process for Eligible Professionals

Registration and Attestation
Learning Module



CMS Registration Process Steps – EPs

Your NPI and NPES Account

- Active NPI
- NPES web user account
 - User ID and Password (update NPI/user information if not accurate)
- Login to NPES - connects to PECOS
- Click link to view the NPES website:
<https://npes.cms.hhs.gov/NPES/StaticForward.do?forward=static.npistart>
- If no NPES web user account
 - Navigate to CMS I&A system to create account
- EP with NPES account may work on behalf of organization
 - Login to NPES to request work on behalf of other providers



CMS Registration Process for Designees

Registration and Attestation
Learning Module



Designee

First Step Identity Access Management System

- I&A web user account required
 - Security front-end to PECOS
- Associated with NPI of the EP
 - NPIs of all EPs in Group Practice
 - EPs or authorized NPPES user must verify Designee & approve access
- If you do not have I&A account, create one
- Click Link to view the CMS I&A website:
<https://nppes.cms.hhs.gov/NPPES/IASecurityCheck.do>



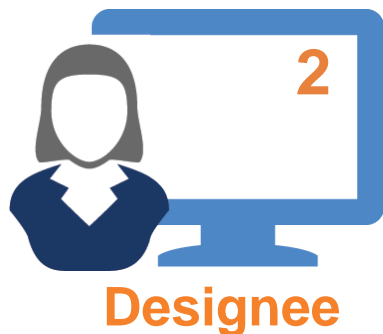
Designee

Second Step

Begin registering EPs/EHs with CMS

- I&A account links with PECOS
- PECOS allows any provider to enroll/register with CMS
 - Including EPs who accept Medicaid patients
- PECOS: basis for registration with CMS for EHR Incentive Payment Program
- Click link to view PECOS website: <https://pecos.cms.hhs.gov/pecos/login.do>

Designee: Add Information into CMS Registration System



Second Step (cont.) Registering EPs into PECOS

- Designees enter EPs into CMS R&A System
- Following instructions, Designees add:
 - Name, address, telephone number
 - Incentive type
 - Payment information

CMS EHR Program R&A web-site

Click link to view the CMS R&A website:

<https://ehrincentives.cms.gov/hitech/login.action>



**Medicare & Medicaid EHR Incentive Program
Registration and Attestation System**

Welcome to the Medicare & Medicaid EHR Incentive Program Registration & Attestation System

About This Site
The Medicare and Medicaid Electronic Health Records (EHR) Incentive Programs will provide incentive payments to eligible professionals and eligible hospitals as they demonstrate adoption, implementation, upgrading, or meaningful use of certified EHR technology. These incentive programs are designed to support providers in this period of Health IT transition and instill the use of EHRs in meaningful ways to help our nation improve the quality, safety, and efficiency of patient health care.

This web system is for the Medicare and Medicaid EHR Incentive Programs. Those wanting to take part in the program will use this system to register and participate in the program.

Additional Resources: For User Guides to Registration and Attestation that will show you how to complete these modules; a list of EHR technology that is certified for this program; specification sheets with additional information on each Meaningful Use objective, and other general resources that will help you complete registration and attestation, please visit [CMS website](#).

Eligible to Participate: There are two types of groups who can participate in the programs. For detailed information, visit [CMS website](#).

Overview of Eligible Professional (EP) and Eligible Hospital Types

Eligible Professionals (EPs)	Eligible Hospitals
<p>Medicare EPs include:</p> <ul style="list-style-type: none">• Doctors of Medicine or Osteopathy• Doctors of Dental Surgery or Dental Medicine• Doctors of Pediatric Medicine• Doctors of Optometry• Chiropractors <p>Medicare Advantava Organization (MAO) EPs: A qualifying MAO may receive an incentive payment for their EPs. For more information, visit CMS website.</p> <p>NOTE: EPs may NOT be hospital-based. This is defined as any provider who furnishes 50% or more of their services in a hospital setting (inpatient or emergency room).</p>	<p>Medicaid EPs include:</p> <ul style="list-style-type: none">• Physicians• Nurse Practitioners• Certified Nurse - Midwife• Dentists• Physicians Assistants who practice in a Federally Qualified Health Center (FQHC) or Rural Health Center (RHC) that is led by a Physician Assistant. <p>Further, Medicaid EPs must also:</p> <ul style="list-style-type: none">• Have a minimum of 20% Medicaid patient volume (20% minimum for pediatricians), OR• Practice predominantly in a FQHC or RHC and have at least 30% patient volume to needy individuals.
<p>Eligible Hospitals</p> <p>Medicare Eligible Hospitals include:</p> <ul style="list-style-type: none">• Subsection (d) hospitals in the 50 states or DC that are paid under the hospital inpatient prospective payment system. Hospitals in Maryland may also participate per law.• Critical Access Hospitals (CAHs)• Medicare Advantava Affiliated hospitals (MA-Affiliated Hospitals)	<p>Medicaid Eligible Hospitals include:</p> <ul style="list-style-type: none">• Acute Care Hospitals with at least 10% Medicaid patient volume. May include CAHs and cancer hospitals.• Children's hospitals



Designee

Second Step (cont.)

Tax Identifiers: TIN, EIN, SSN

- TIN issued by IRS
- Two types of Identification Numbers:
 1. EIN: used to identify a business entity
 2. SSN: issued by the Social Security Administration
 - TIN, in association with SSN, can also be issued by SSA

EHR Incentive Payments are taxed

- IMPORTANT that Designees correctly assign TINs
 - EPs/Group practices

Designee: Tax Identifiers for Individual EPs and Group Practices



Second Step (cont.)

Billing TIN

- EP's SSN

Group Reassignment

- Group's NPI/EIN

Personal Information Completed

Welcome Your Name
Tax Identifier: XXX-XX-3568 (SSN)
NPI: 0000000000

Name
First Name: Jane
Middle Name: E
Last Name: Doe
Suffix:
Social Security Number (SSN): XX-3568
National Provider Identifier (NPI): 0000000000

Payee Information
(* Red asterisk indicates a required field.)
Please note, the tax identification number (TIN) captured below will receive the EHR incentive payment.
The payment can only be sent to an EIN if there is an approved reassignment of benefits in the Provider Enrollment, Chain and Ownership System (PECOS). Similarly, a Billing TIN can only receive the payment if a Billing TIN has been provided on an approved enrollment in PECOS.

* Please select the payee TIN type for your EHR Registration.
N

The following entity will receive the EHR Incentive Payment:
Billing TIN: 123456789
Legal Name: Your Name

Please select the **Previous** button to go back a page. Select the **Return to Registration Progress** button to view your progress through the registration topics. Please note that any changes that you have made on this page will not be saved. Select the **Save & Continue** button to save your entry and proceed.

Previous Return to Registration Progress Save & Continue

Registering in CMS R&A System: Verifying/Submitting Registration




Designee

Third Step Verifying and Submitting Registration

The screenshot shows the 'Registration Progress' page. At the top, there is a navigation bar with 'Home', 'Registration', 'Attestation', and 'Status'. Below this, the 'Registration Progress' section is displayed. It includes a 'Reason for Registration' section stating 'You are an Eligible Professional registering in the incentive program.' and a 'Topics' section with three items: '1 EHR Incentive Program' (Progress: 0 of 1), '2 Personal Information' (Progress: 0 of 1), and '3 Business Address & Phone' (Progress: 0 of 1). A red arrow points to the 'EHR Incentive Program' topic. At the bottom, a 'Proceed with Submission' button is circled in red. A yellow box on the right displays the user's name and identification numbers: 'Your Name', 'Tax Identifier: XXX-XX-6224 (SSN)', and 'NPI: 123456789012'. The footer contains links for 'Web Policies & Important Links', 'Department of Health & Human Services', 'CMS.gov', 'Accessibility', and 'File Formats and Plugins'.

The screenshot shows the 'Submission Receipt' page. It features a navigation bar with 'Home', 'Registration', 'Attestation', and 'Status'. The main heading is 'Successful Submission'. Below this, there is a message: 'You have successfully registered for the EHR Incentive Payment Program. An email will be sent to the email address on file as a notification of this submission.' A red arrow points to the 'Print Receipt' button. The 'Registration Tracking Information' section includes: 'Registration ID: 1000041161', 'Name: Jane Doe, MD', and 'Submitted Date: 12/15/2011'. The 'Reason(s) for Submission' section states: 'You are an Eligible Professional registering in the incentive program. You have modified your registration information.' The footer contains links for 'Web Policies & Important Links', 'Department of Health & Human Services', 'CMS.gov', 'Accessibility', and 'File Formats and Plugins'.



CMS – Integration with The Executive Office of Health and Human Service (EOHHS) Systems

Registration and Attestation Learning Module

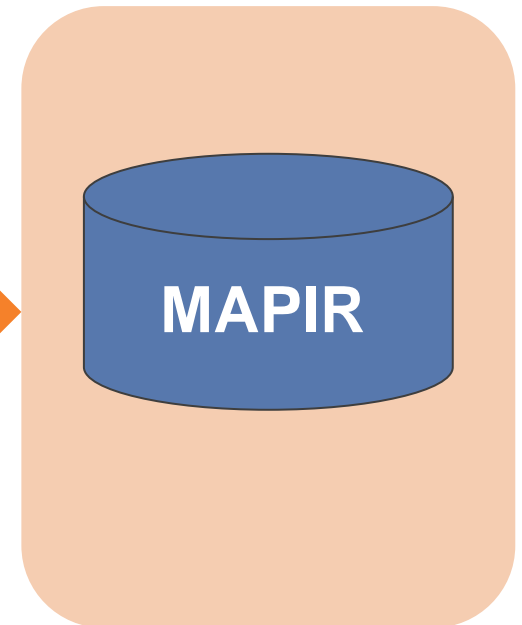
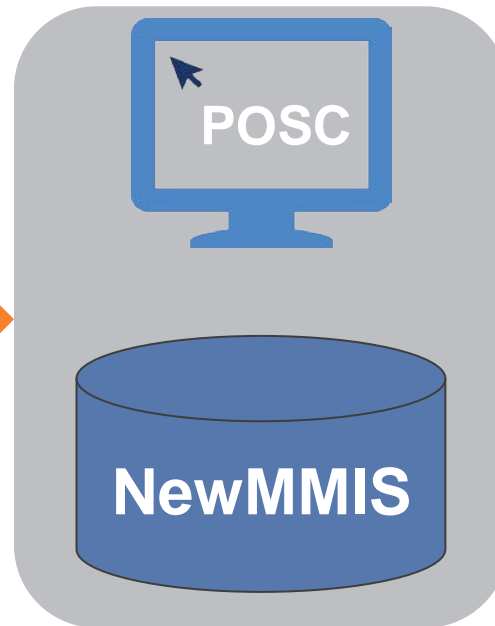


EOHHS Systems Access

Federal Systems



Massachusetts State Systems



- EH Admin, EP or Designee granted access to State systems
 - Receives “Welcome to MAPIR” e-mail
 - Link opens POSC

Provider Online Service Center – POSC



First Step

Massachusetts Medicaid Systems Access through POSC

Clicking this link brings users to the login screen

Click link to view the POSC website:
<https://newmmis-portal.ehs.state.ma.us/EHSProviderPortal/appmanager/provider/desktop>

Health and Human Services Mass.gov

May 21, 2013 HOME CONSUMERS PROVIDERS RESEARCHERS GOVERNMENT

« Collapse Services ▶ Mass.Gov Home ▶ State Agencies ▶ State Online Services

Provider Services MassHealth Provider Online Service Center News & Updates

MassHealth Provider Online Service Center

The Provider Online Service Center gives you the tools to effectively manage your business with MassHealth electronically. Use these services to enroll as a MassHealth provider, manage your profile information, and submit and retrieve transactions.

Enter data directly and modify individual transactions (ie. claims submission, eligibility verification, MMQ, Prior Authorization, Pre-Admission Screening, Referrals, and EHR Incentive Program).

View your notifications, contracts, reports, metrics, and financial data. Download most MassHealth forms and publications.

You will need a Username and password to access many of the services listed on the left. If you are currently a MassHealth provider but do not know your Username and password, please contact the Customer Service Center at 1-800-841-2900.

Registered User? Would like to enroll as a provider? Need more information?

©2005 Commonwealth of Massachusetts Accessibility Feedback Site Policies Contact Us Help Site Map

Provider Online Service Center – POSC (Cont.)

Authorized users

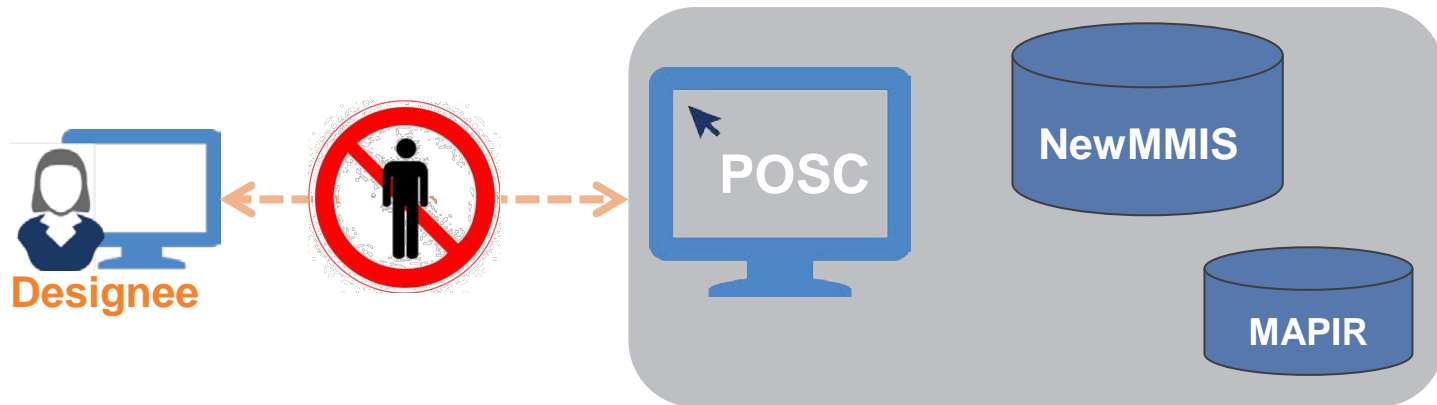
The screenshot shows the "Health and Human Services" website header with the "Mass.Gov" logo. The navigation bar includes "HOME", "CONSUMERS", "PROVIDERS", "RESEARCHERS", and "GOVERNMENT". The date "May 31, 2013" is displayed. Below the navigation bar, there are links for "Collapse Services", "Mass.Gov Home", "State Agencies", and "State Online Services". The main content area is divided into three sections: "Provider Services" (with a dropdown menu), "Provider Login Portlet", and "News & Updates". The "Provider Login Portlet" contains the following text: "Provider Login", "Enter your Username and password, and click 'Submit' to access services.", "Username *", "Password *", "Cancel Service", and "Submit". The "News & Updates" section includes a link to "MassHealth News & Updates Archive".

Notification users not authorized

The screenshot shows the "Health and Human Services" website header with the "Mass.Gov" logo. The navigation bar includes "HOME", "CONSUMERS", "PROVIDERS", "RESEARCHERS", and "GOVERNMENT". The date "May 31, 2013" is displayed. Below the navigation bar, there are links for "Collapse Services", "Mass.Gov Home", "State Agencies", and "State Online Services". The main content area is divided into three sections: "Provider Services" (with a dropdown menu), "EHR Incentive Program", and "Publications". The "EHR Incentive Program" section contains the following text: "You are not authorized to use this service. Please contact the Customer Service Center at 1-800-841-2900 to use this service. For more information about this service, please click FAQs button.", "FAQs", "If you are a registered user, please login with your Username and password.", and "Login".



Second Step (cont.) If Not Authorized



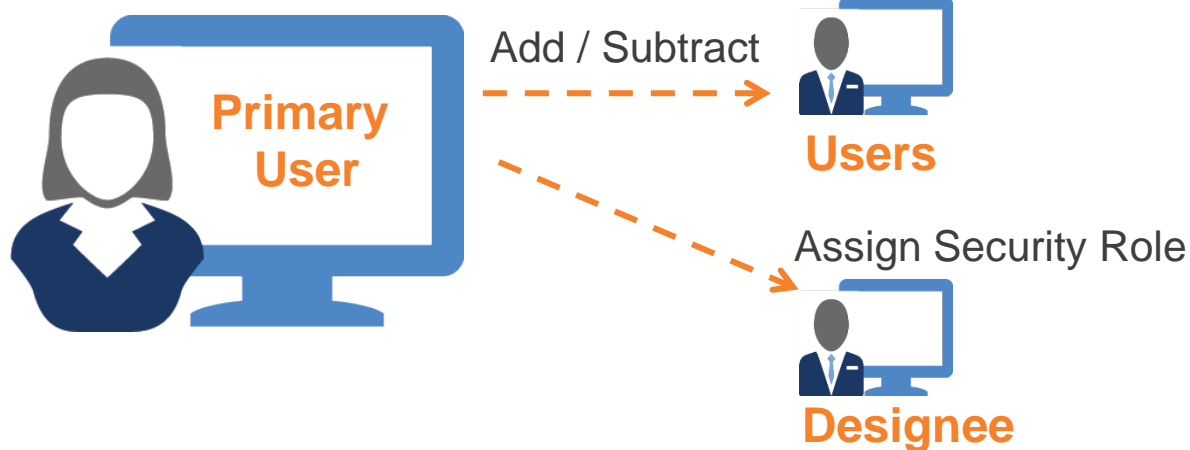
- Complete DCF
- Identify Primary User within Organization
- Roles of Designees and Primary Users

Who is the “Primary User” within the organization?

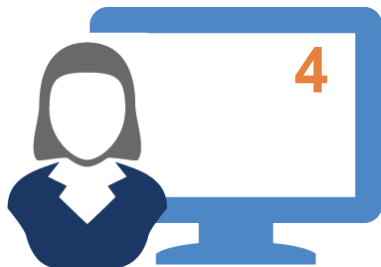


Third Step

Determining Primary User
to assign system privileges



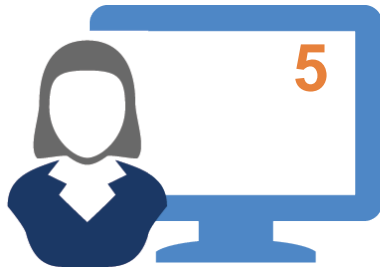
- If EH Administrator, EP/Designee is not Primary User:
 - Contact Primary User (grants necessary privileges)
 - Virtual Gateway ———> Administer Account ———> Security Role
- If unaware who is Primary User:
 - Contact MassHealth Customer Service: **1-800-841-2900**



Fourth Step Data Collection Form (DCF)

- EH Administrators, EPs/Designees may need to complete a DCF (if access challenges)
 - Return DCF to MeHI
- When DCF approved:
 - EH Administrators, EPs/Designees granted access to systems
- Click link to view example - how to complete a DCF

Massachusetts Medicaid Systems Access: MAPIR



Fifth Step MAPIR Access

Massachusetts Medicaid EHR Incentive Program

Monday 04/30/2012 5:37:09 PM EDT HOME CONSUMERS PROVIDERS RESEARCHERS GOVERNMENT Print Contact Us Exit

Mass.gov Home State Agencies State Online Services

Name teja attaluri Applicant NPI
Personal TIN/SSN 023456789 Payee TIN
Payment Year 2 Program Year

Get Started R&A/Contact Info Eligibility Patient Volumes Attestation Review Submit

Name: teja attaluri
Applicant NPI: 1234567890
Status: **Incomplete** [Continue](#)

Click [here](#) if you would like to eliminate all information saved to date, and start over from the beginning.

Welcome to MAPIR, the Massachusetts Medical Assistance Provider Incentive Repository!

Please Note: If you have already started your MAPIR application and you are returning to complete it, you may select any completed tab above to go directly to that section.

Here are some hints to help you complete the Massachusetts Medicaid EHR Incentive Payment Program application process.

- The term, CMS R&A, refers to the Centers for Medicare and Medicaid Services (CMS) Medicare and Medicaid EHR Incentive Program Registration and Attestation System.
- The eligible provider is responsible for attesting to this application, but a representative can complete the application on the eligible provider's behalf.
- The MassHealth Provider Online Service Center (POSC) ID used to start this application must be used throughout the application process.
- You will need to enter information in multiple sections or tabs in order to complete the application.
- The last screen on each section will indicate that you have completed that section and you can proceed to the next section.
- You can save an incomplete application and come back to complete it.
- You can refer to completed sections to review or edit the information in that section, but you cannot move forward to sections that have not been started. MAPIR will guide you through the process.
- Your MAPIR user session will end if there is no user activity after 10 minutes.
- You will receive correspondence about your application via e-mail. Please make sure that your spam filters do not block e-mails from MASSEHR@MASSTECH.ORG. For questions about your spam filters, please contact your network administrator.

Navigation Keys:

- Save and Continue:** After entering information, click the Save and Continue button at the bottom of each screen, or the information will be lost.
- Previous:** After entering information, click on the Previous button to move to the previous screen without saving the information.
- Reset:** Allows you to reset the values on the current screen. If you have already saved information on the screen, click on the Reset button to return the data to the last saved information.
- On the top of the screen, dark-colored tabs with checkmarks indicate completed sections, light-colored tabs without checkmarks indicate a section that is currently in review, and gray tabs without checkmarks indicate that these sections have not been started.
- Information to help you with the application is available in "hover bubbles" indicated by a question-mark symbol throughout MAPIR. When you see instructions in the hover bubbles about contacting the State Medicaid Health Information Technology Office (SMHPO), please contact the Massachusetts Medicaid EHR Incentive Payment Program staff at 1-855-MASS-EHR or via e-mail at MASSEHR@MASSTECH.ORG.

©2005 Commonwealth of Massachusetts Accessibility Feedback Site Policies Contact Us Help Site Map

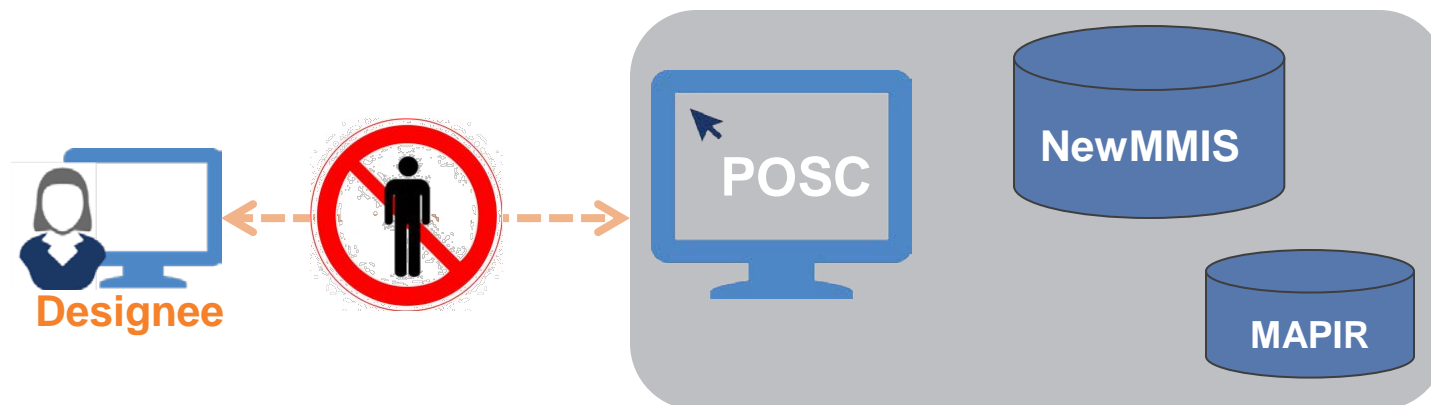
Medicaid EHR Operations: 1-855-MassEHR (1-855-627-7347)



Special Enrollment Process

Registration and Attestation:
Systems Supporting Massachusetts Medicaid EHR
Incentive Payment Program

Special Enrollment Process

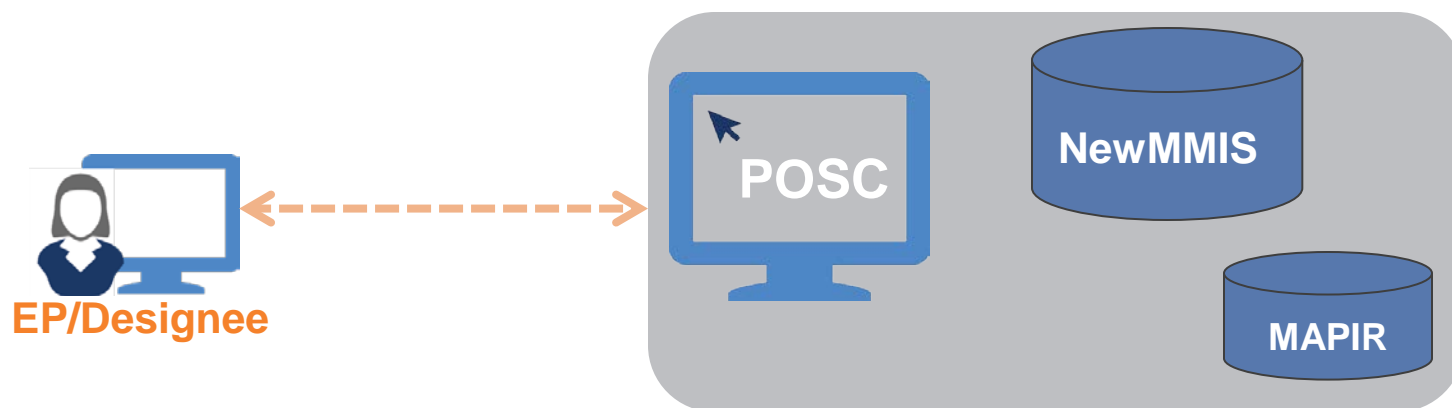


- Required to complete Special Enrollment
- EP/Designee contacted by Massachusetts Medicaid EHR Operations staff
 - Asked to complete Special Enrollment Packet
 - EP/Designee sent e-mail with instructions and attached PDF
 - Cover Letter
 - Request for copy of license and/or license number
 - EHR Provider Agreement
 - W9 and EFT Forms
- Click Link to download examples of Special Enrollment Packet

Note: Special Enrollments Packets cannot be processed without completed CMS R&A

Expedite Special Enrollment

- Expedite Special Enrollment Process
 - EP/Designee requested to complete and return all forms within 7 business days
- Special Enrollment Forms reviewed and processed within 14 business days (unless discrepancies)
- Upon successful completion
 - EP/Designee receives Welcome to MAPIR
 - Instructions to login to POSC/MMIS
 - Complete Attestation



Massachusetts eHealth Institute:

<http://maehi.org/content/medicaid-ehr-incentive-payment-program>

Executive Office of Health & Human Services:

<http://www.mass.gov/eohhs/gov/newsroom/masshealth/providers/electronic-records/>

Centers for Medicare and Medicaid EHR Incentive Programs:

<https://www.cms.gov/Regulations-and-Guidance/Legislation/EHRIncentivePrograms>

Office of the National Coordinator for Health Information Technology:

<http://healthit.hhs.gov>

Health IT.gov:

<http://www.healthit.gov/>

Massachusetts Immunization Information System (MIIS):

<http://www.mass.gov/dph/miis>

Provider Online Service Center (POSC):

<https://newmmis-portal.ehs.state.ma.us/EHSProviderPortal/appmanager/provider/desktop>

Massachusetts Medicaid EHR Incentive Payment Program:

P: 1-855-MassEHR (1-855-627-7347)

E: massehr@masstech.org

F: 508-898-3211

Outreach Contacts

Al Wroblewski

Provider Outreach Coordinator

P: 1-855-627-7347. Ext. 603

E: wroblewski@masstech.org

Elisabeth Renczkowski

Provider Outreach Coordinator

P: 1-855-627-7347. Ext. 623

E: renczkowski@masstech.org