

Basic Functionality of the CQMR

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Introduction

This is a guide to the basic uses and navigation of the CQMR system, including how to login, navigate the user interface layout, and contact support.

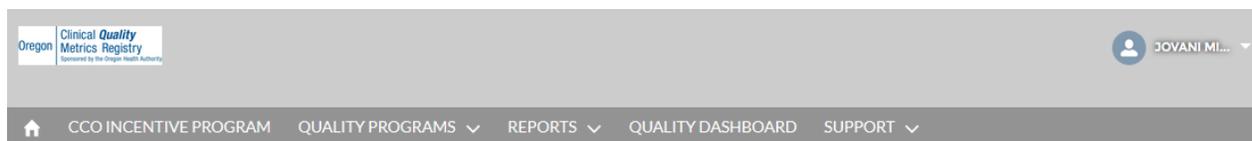
Accessing the CQMR requires that your organization has completed onboarding and assigned you an appropriate role for CQMR access. If you need more information on those steps, visit the CQMR [Onboarding](#) page.

Screen Layout and Navigation

All users log in from the CQMR’s OneHealthPort [single sign-on page](#), using multi-factor authentication.

CQMR Home Page

After login, you will see the main CQMR home page.

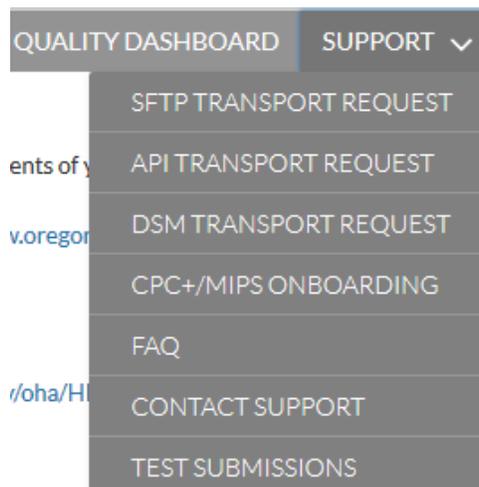


News

Figure 1: CQMR Home Page

This section explains the icons and menu options on the home page.

1. **Home Image:** Brings users back to the home page
2. **CCO Incentive Program:** Enter or view data proposals and enter data through a webform.
TIP: Access to create or view data proposals is limited to users associated with a CCO.
3. **Quality Programs:** Upload data for CCO Incentives, Medicaid EHR Incentive Program, MIPS, and CPC+.
TIP: To use the Quality Programs file uploader, you must have a Quality Reports and Data Entry role or a Quality Reports and Data Entry + Administrator role.
4. **Reports:** View and export operational and organizational reports
5. **Quality Dashboards:** View, export, and subscribe to quality dashboards
6. **Support:** Access to onboarding, external data submission instructions, and CQMR assistance



- a. **SFTP Transport Request:** Link for onboarding and instructions for data submission via Secure File Transfer Protocol (SFTP)
TIP: To initiate a transport request, you must have a Quality Reports and Data Entry role or a Quality Reports and Data Entry + Administrator role.
- b. **API Transport Request:** Link for onboarding and instructions for data submission via Application Programming Interface (API)

***TIP:** To initiate a transport request, you must have a Quality Reports and Data Entry role or a Quality Reports and Data Entry + Administrator role.*

- c. **DSM Transport Request:** Link for onboarding and instructions for data submission via Direct Secure Message (DSM)

***TIP:** To initiate a transport request, you must have a Quality Reports and Data Entry role or a Quality Reports and Data Entry + Administrator role.*

- d. **CPC +/MIPS Onboarding:** Link to onboarding for CPC + and MIPS programs
- e. **FAQs:** List of frequent issues, questions, and answers regarding CQMR
- f. **Contact Support:** Submit a support ticket or contact the Help Desk if in need of assistance
- g. **Test Submissions:** Test validation of QRDA 3 quality files via web upload without sending to a program

My Profile Page

At the top right hand corner of the CQMR home page, you will see a person icon with your user name and a drop-down menu to access your CQMR profile information.

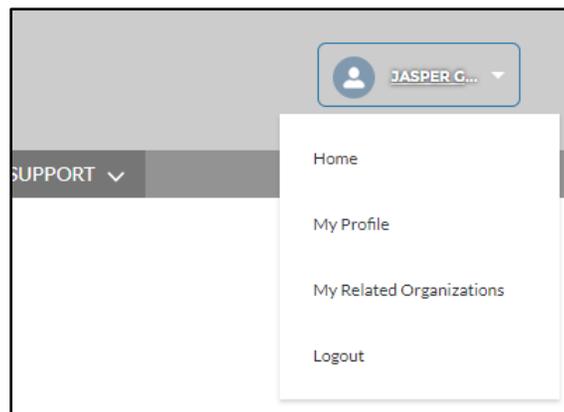


Figure 2: Navigating to 'My Profile' page

Proceeding from top to bottom, each selection has been further described below:

1. **Home:** Navigates you back to the main page.
2. **My Profile:** Navigates you to view your profile information, including your related organizations and any help desk tickets you have submitted (see **Figure 3**).

3. **My Related Organizations:** Navigates you to view the organization(s) and TIN(s) with which you are associated in OneHealthPort, with a role in the CQMR system.
4. **Logout:** Signs you out of the CQMR portal and returns to the OneHealthPort Single Sign-on page.

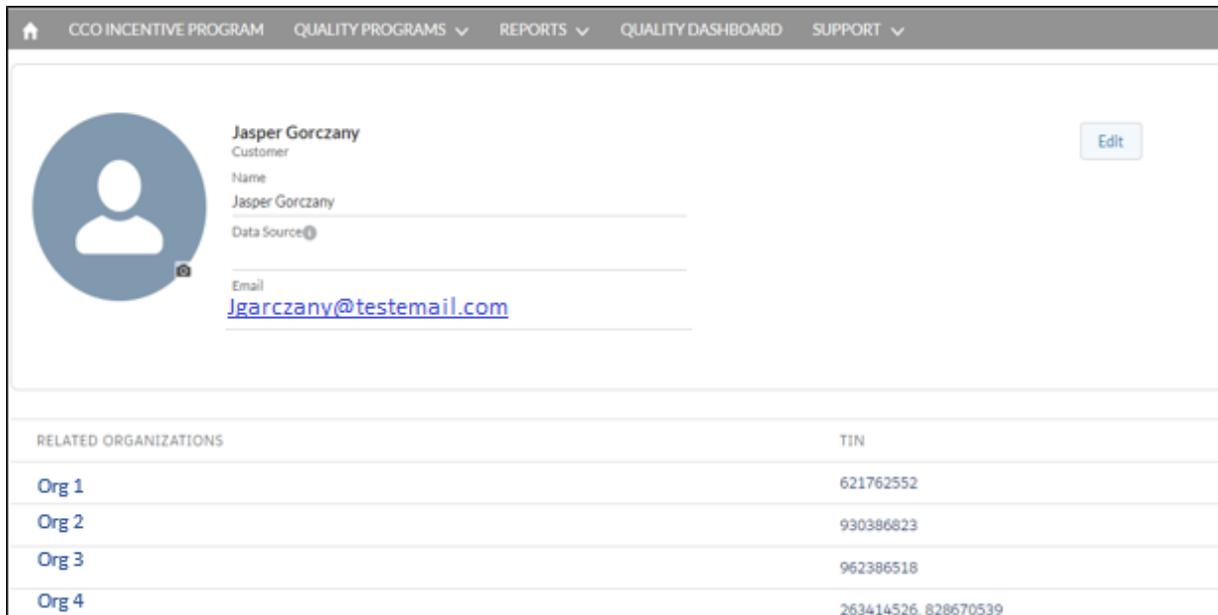


Figure 3: CQMR 'My Profile' Page View

Contact Support

For more information on where to direct questions, please see this [FAQ](#). Velatura (MiHIN) Help Desk support is available Monday through Friday from 8am to 5pm PST. Users have several options for contacting the Help Desk:

- Phone: 1 (877)-285-1954
- Email help@oregon-cqmr.org
- Submit a help desk ticket through the CQMR portal by navigating to “Contact Support” under the “Support” tab. Details about this option are shown in the screenshots below.

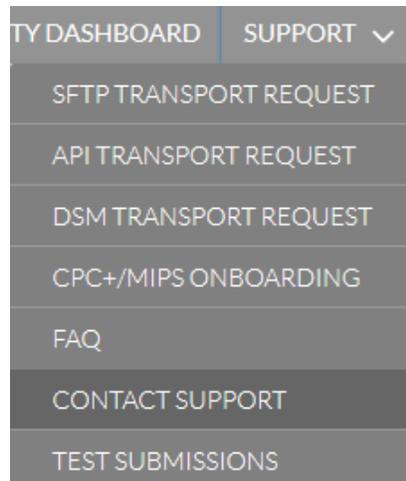


Figure 4: Contact Support Menu Option

Fill out the required fields, including contact name, subject, and a description of the issue. If a question pertains to a specific file, please upload that file to attach it to the ticket for reference.

CONTACT CUSTOMER SUPPORT
TELL US HOW WE CAN HELP: 1-877-285-1954

*SUBJECT

*DESCRIPTION

[Upload Files](#)

SUBMIT

Figure 5: CQMR Support Ticket

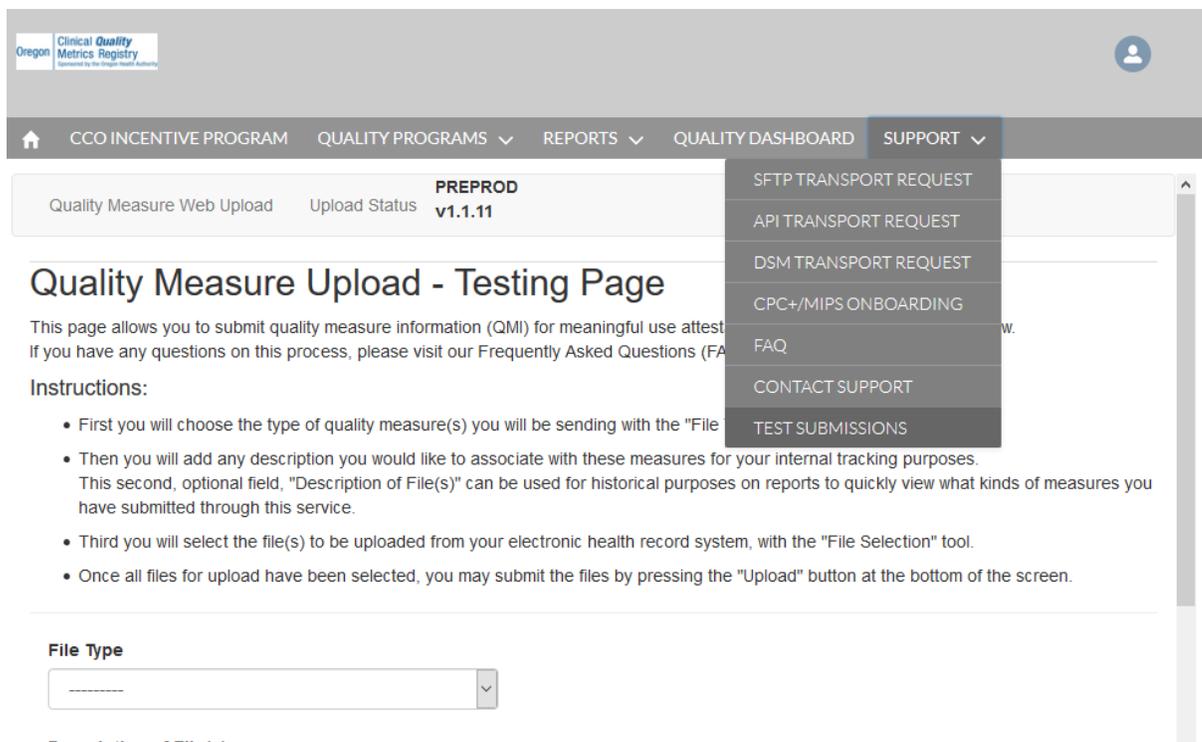
Once all fields have been populated, click 'Submit'. The ticket is then submitted to the help desk for review. You can see all tickets you have submitted on your "My Profile" page.

Test Submissions

The Test Submissions option allows CQMR users to upload a QRDA 3 file and test its validation without sending the file to a reporting program. This option allows you to work with your EHR vendor if necessary to update the file.

The steps to test submission validation are as follows:

1. From the CQMR’s OneHealthPort [single sign-on page](#), log into the CQMR. From the home screen, navigate to the test submissions page, located in the Support tab.



2. On the test submissions page, select “Validation Only eCQM QRDA Category III” from the “File Type” drop-down menu.

File Type

eCQM QRDA Category 3 File (validation only)

3. Enter a description of the file in the field provided.
4. Upload a file in one of two ways:
 - a) Drag and drop the file from your desktop or other file location into the “File Selection” web upload box, *or*
 - b) Click the “Add Files” button in the web upload box, and then select the file to submit.
5. Click “Upload” to test the file. Once the data is submitted, the CQMR performs validation on the file.

File Type

eCQM QRDA Category 3 File (validation only) ▼

Description of File(s)

Dr. Bob's 2019 test file

File Selection

Drag Files Here
or

+ Add files

TestBob_QRDA3.xml	1.3 MB	
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Upload

6. View the file validation status and work with your EHR vendor if necessary to update the file prior to program submission.