User Roles in the
Clinical Quality Metrics Registry

Contents

Introduction

Access to the Clinical Quality Metrics Registry begins with logging into OneHealthPort to use single sign-on services. Each organization using the CQMR will register with OneHealthPort and have one or more OneHealthPort administrators.

As a CQMR user, your role is assigned by your organization's OneHealthPort administrator. Your permissions in the CQMR depend on the role(s) you are assigned and the organization(s) that assign your role(s). Organizations are uniquely identified by Tax Identification Number (TIN), which is used for user affiliation and access to organizational information.

> *Note for OneHealthPort administrators:*

The CQMR uses only a few of the roles available to be assigned in OneHealthPort. A user who is not assigned one of these specific roles will not be able to do anything in the CQMR portal.

Please be aware that some of these roles could enable users to access patient-level data for your organization. To ensure that roles are assigned appropriately, we encourage you to regularly review role assignments.

Standard OneHealthPort Roles

CQMR users must be assigned one of these roles by their organization's OneHealthPort administrator.

To submit data in the CQMR, a user needs either (1) a Quality Reports and Data Entry + OneHealthPort Administrator role or (2) a Quality Reports and Data Entry role. The remaining roles are view only and cannot submit data.

Table 1: CQMR Role Mapping

OneHealthPort Role	Definition/Permission Sets*
Quality Reports and Data Entry (QRDE) + OneHealthPort Administrator	- Submit patient-level and aggregated data - View both patient-level and aggregated data - Export data - Submit CCO's data proposal and data submission to OHA - Nominate/affiliate subscriber accounts for other CQMR users in your organization or from external organization (in OneHealthPort)
Quality Reports and Data Entry (QRDE)	- Submit patient-level and aggregated data - View both patient-level and aggregated data - Export data
Quality Manager	- View both patient-level and aggregated data - Export data
Quality Reports (View Only)	- View aggregated data only - Export data

Quality Reports and Data Entry + OneHealthPort Administrator

A user with the Quality Report and Data Entry + OneHealthPort Administrator role may create and nominate subscriber accounts in OneHealthPort; submit and view their organizational electronic

Clinical Quality Measure (eCQM) data (aggregated and patient-level data); and view and export their organizational CQMR reports and dashboards (see Figure 1).

> ***Important note for CCOs****:* For a CCO, this is the only role that can submit the CCO's completed data proposal and data submission to OHA.
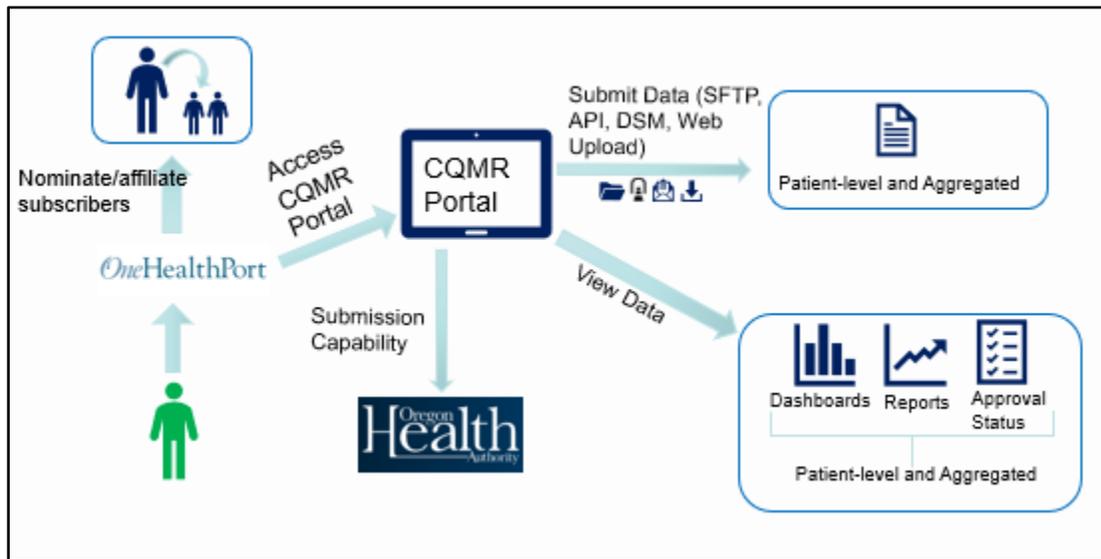

Figure 1: QRDE + OneHealthPort Administrator

Quality Reports and Data Entry

Quality Reports and Data Entry (QRDE) users may submit and view their organizational eCQM data (aggregated and patient-level data) and view and export all their organizational CQMR reports and dashboards (see **Figure 2**).
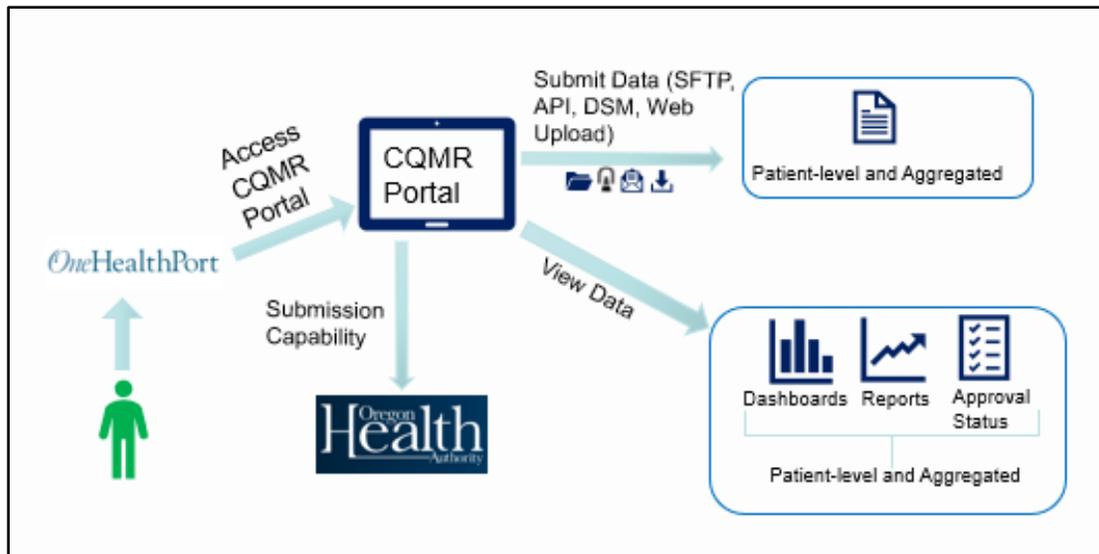
Figure 2: Quality Reports and Data Entry role

Quality Manager

Quality Managers may view their organizational <u>aggregated and patient-level</u> eCQM data. In addition, this end user will have ability to view and export their organizational CQMR reports and dashboards (see **Figure 3**). *The Quality Manager is a view only role*.
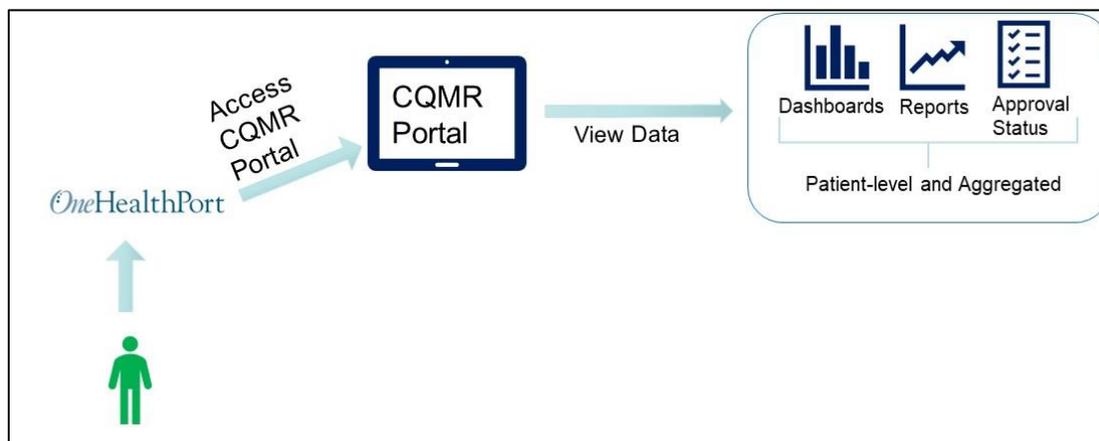

Figure 3: Quality Manager Role

Quality Reports (View Only)

Quality Reports users may view their organizational eCQM <u>aggregated</u> data. In addition, this end user will have the ability to view and export their organizational CQMR reports and dashboards (see **Figure 4**). *Quality Reports is a view-only role*.
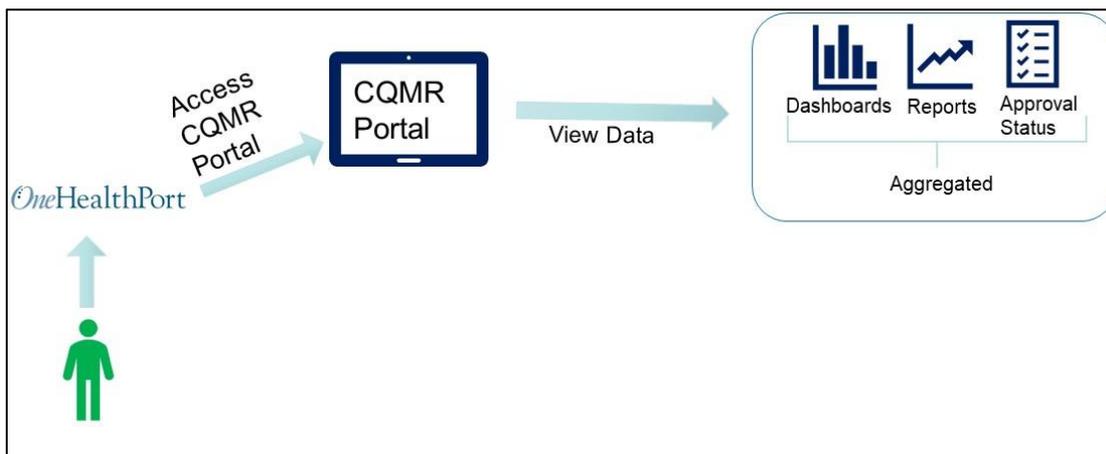

Figure 4: Quality Reports (View Only) role

Organizational Associations and Affiliations

Data can be submitted by any user with either (1) a Quality Reports and Data Entry + OneHealthPort Administrator role or (2) a Quality Reports and Data Entry role. The user does not need to be associated to a particular organization to submit data. To view data, however, a user must be associated with the organization.

For example, a user from a clinic could upload data for an eligible professional at the clinic and for a CCO, but permission to view data depends on the user's association with each organization.
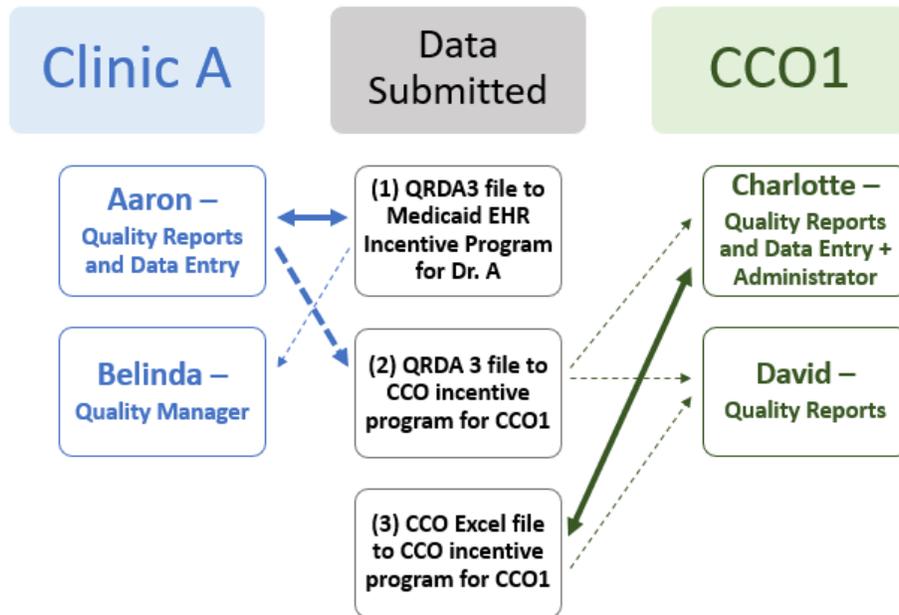
In this example, Aaron's Quality Reports and Data Entry role allows him to upload (1) data for an eligible provider at Clinic A and (2) data for CCO1. Belinda has a view-only role and cannot upload any data. Aaron's and Belinda's roles with Clinic A allow them to view the data for the clinic but not for the CCO.

Meanwhile, Charlotte and David with CCO1 can see the data that was submitted for CCO1, both (2) submitted by Aaron and (3) submitted by Charlotte. However, Charlotte and David cannot see the data that Aaron submitted to the Medicaid EHR Incentive Program for Dr. A. Also, David has a view-only role and cannot upload data.

Understanding Affiliations in OneHealthPort

CQMR users commonly may be assigned roles by only one organization, as shown in the example above. It is possible, however, for a CQMR user may be assigned roles by more than more organization, a process called affiliation. Affiliations are NOT required to complete the OneHealthPort registration or account creation process or to allow for users to login to CQMR to submit data.

Affiliations are needed *only if* an organization wants to create the opportunity for an external partner to act or view data on the organization's behalf. If you affiliate a user from another organization, that

user will have the same set of permissions for your organization as an internal user with the same role would have.

Affiliations are not complicated to complete in OneHealthPort, but there are considerations to ensure appropriate staff can view or submit data for an organization.

The affiliation process occurs within OneHealthPort. When an organizational administrator affiliates an individual from another organization, that individual will have a (potentially unique) role in each organization. Affiliations are made between an organization and an individual user and do not carry over to other users within the organization.

An example is depicted below, illustrating the user Bob as a QRDE user within Organization-1 but affiliated to Organization-2 with a different role, Quality Reports.

Figure 5: Affiliation example

If you choose to affiliate users from other organizations, we recommend working through the setup process with OneHealthPort. Here are considerations for affiliations:

- To view or export an organization's data in the CQMR, a user must either be a subscriber under the organization *or* be affiliated to the organization
  - Without an affiliation, a user sees data for their organization only.
    - In the example above, Amy sees data for Organization 1 only. Crystal and Dennis see data for Organization 2 only.
  - With an affiliation, the user also sees data for the organization to which they are affiliated. The user sees the same data as any other user with the same role within that organization

- In the example above, Bob sees data for Organization 1 and Organization 2.
- Bob's view of data for Organization 1 is the same as Amy's view, because the administrator for Organization 1 has assigned each of them the same role. With the Quality Reports and Data Entry role, both Amy and Bob can see aggregated and patient-level data for Organization 1.
- Bob's view of the data for Organization 2 is the same as Dennis's view, because the administrator for Organization 2 has assigned each of them the same role. With the Quality Reports role, both Bob and Dennis see only aggregated data for Organization 2.
- Affiliation is not a prerequisite to upload data; data can be submitted for eligible providers by a user with Quality Reports and Data entry role.

Understanding Role Assignment with Multiple Organization TINs

The CQMR assigns user roles based on the tax identification number (TIN) and associated role passed from OneHealthPort. When an organization completes onboarding and has executed the legal agreements, the organization's TIN(s) are added to the list of organizations that can access the CQMR. If a user tries to log into the CQMR before onboarding is completed, the user will see an error message indicating that legal agreements need to be completed by the organization.

In some cases a CQMR user may be affiliated to multiple organizations in OneHealthPort and have a different role in each organization. In these scenarios, the CQMR will grant the user the highest role passed from OneHealthPort that is associated with an organization on the approved organization TIN list. Users will never be assigned a role associated with an unapproved TIN; roles associated with unapproved TINs will be rejected.

The table below illustrates how the CQMR assigns roles and access based on TINs associated with organizations that have executed legal agreements and been added to the approved list.

Table 2. Role Assignment with Multiple Organization TINs

Scenario #	Scenario description	Roles and TINs	TINs approved	Result-
1	End user has three roles assigned; only **TIN C** is approved	-QRDA+OHP Admin-TIN A -QRDE-TIN B -Quality Reports (view only)-TIN C	TIN A TIN B **TIN C**	**-Quality Reports (view only): TIN C** *End user has lowest functionality permissions with **Quality Reports (view only) role**

2	End user has three roles assigned; **TIN A** and **TIN C** are approved	-QRDA+OHP Admin-TIN A -QRDE-TIN B -Quality Reports (view only)-TIN C	**TIN A** TIN B **TIN C**	**-QRDE + OHP Admin: TIN A** **-Quality Reports (view only): TIN C** *End user has highest functionality permissions with **QRDE+OHP Admin role**
3	End user has three roles assigned; only **TIN B** is approved	-QRDA+OHP Admin-TIN A -QRDE-TIN B -Quality Reports (view only)-TIN C	TIN A **TIN B** TIN C	**-QRDE: TIN B** *End user has second highest functionality permissions with **QRDE role**
4	End user has three roles assigned; **TIN A**, **TIN B** and **TIN C** are approved	-QRDA+OHP Admin-TIN A -QRDE-TIN B -Quality Reports (view only)-TIN C	**TIN A** **TIN B** **TIN C**	**-QRDA+OHP Admin: TIN A** **-QRDE: TIN B** **-Quality Reports (view only): TIN C** *End user has highest functionality permissions with **QRDE+OHP Admin role**