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MIPS Registry

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Preface

Document Owner: Clinicspectrum, Inc.

Target Audience

This guide is intended for customers of Clinicspectrum, Inc.

Assumptions

Not Available

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Introduction

Clinicspectrum MIPS Registry Overview

About The User Guide

This guide is for providers participating in the Quality Payment Program who use the Clinicspectrum MIPS Registry web application to report their performance data to the Centers for Medicare & Medicaid Services (CMS).

The guide provides step-by-step instructions for using Clinicspectrum MIPS Registry to enter and submit Quality Reporting, Advancing Care Information and Improvement Activities data.

About Clinicspectrum MIPS Registry

Clinicspectrum MIPS Registry offers a simple, effective, and affordable way for every provider to quickly meet the MIPS reporting requirements. Using Clinicspectrum MIPS Registry, providers simply:

- Report all MIPS Performance categories for 2017.
- Clinicspectrum MIPS registry supports all the Individual registry measures as well as all the eQMs for quality reporting.
- Choose either the individual or group reporting option.
- For the individual measures reporting option, providers can report up to 6 Quality measures, including an outcome measure.
- Enter and submit the data using the HIPPA secure Clinicspectrum MIPS Registry application.
- Eligible physicians can earn an additional 4% of total estimated Medicare Part B Physician Fee Schedule (PFS) allowed charges for the reporting year and avoid a -4% penalty using the Clinicspectrum MIPS registry.

Getting Started

Clinicspectrum MIPS Registry Registration

IMPORTANT! If you have registered with Clinicspectrum PQRS Registry previously, please DO NOT register again. If you cannot recall your username or password please contact a Clinicspectrum representative at 908-206-4254 for assistance.

You must register to use Clinicspectrum MIPS Registry. The following section explains the four-step registration process.

- Step 1. Enter user information.
- Step 2. Validate and activate account.
- Step 3. Sign In to Clinicspectrum MIPS Registry.
- Step 4. Accept agreement terms.
- Step 5. Enter clinic information.

To access and register for Clinicspectrum MIPS Registry:

1. Using your internet browser, navigate to the Clinicspectrum MIPS registry website at: <https://mipsregistry.clinicspectrum.com/>
2. Click on “Register” button



Figure 1 - Click Register Button

Step1: Enter user information

NOTE: Fields marked with red asterisk are required fields.

1. When the “Registration” forms displays, fill in all the details

- a. **Organization**- Enter the name of organization.
- b. **User ID** - Enter the valid email address.

NOTE:

Enter email address for the user(s) who will login to the Clinicspectrum MIPS registry to enter data. Make a note of the email address, as you will need it to login later.

Clinicspectrum MIPS registry sends an automated registration confirmation email to this email address.

- c. **First name** - Enter the first name of the person who will be the main contact person.
- d. **Last name** - Enter the first name of the person who will be the main contact person.
- e. **Contact#** - Enter contact number of the user.
- f. **Password** - Create password satisfying the password policy.
- g. **Confirm Password** - Confirm the password you entered in “Password” field.
- h. **Enter Captcha code** – enter valid Captcha code displayed in Captcha Image.
- i. Click on “Register” button.

Figure 2 - Complete Registration Form

Step2: Confirm registration

Once you have completed your registration, a confirmation email will be sent to the email you used for the registration.

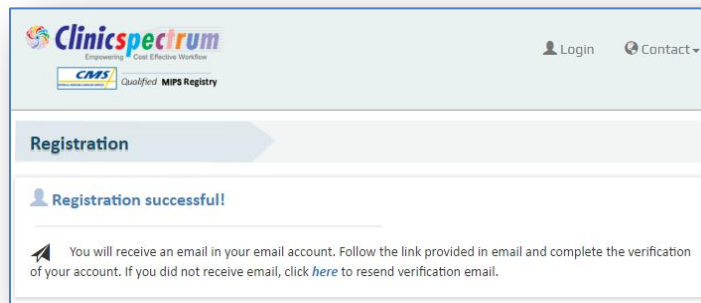


Figure 3 - Registration successful

To validate and activate your account:

1. Login to your email account.
2. Search and open the confirmation email you have received from Clinicspectrum MIPS Registry.
3. Click the "Activate Account" button provided in order to validate your registration.
4. Registration is then complete.

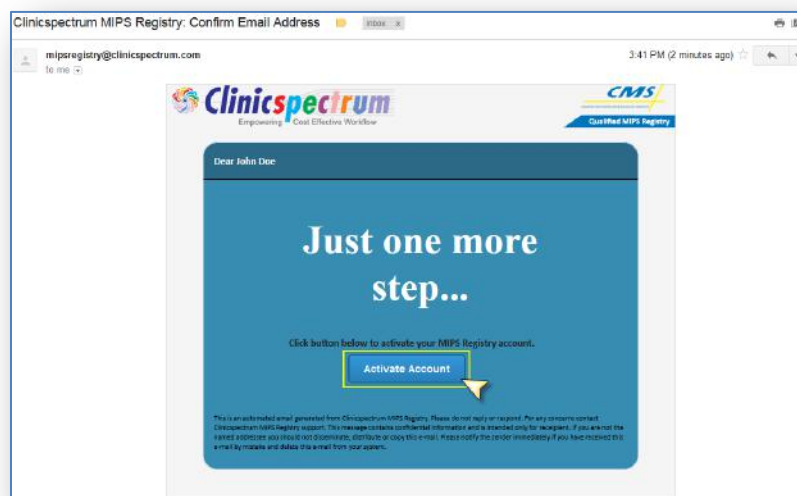


Figure 4 - Activate account

Step3: Sign In to Clinicspectrum MIPS Registry

Once your account is successfully validated you will be redirected Clinicspectrum MIPS Registry login page.

1. Enter your email address in “Email” field.
2. Enter your password.
3. Select “Remember Me” checkbox to have your login information stored.
4. Click on “Sign in” button to login.

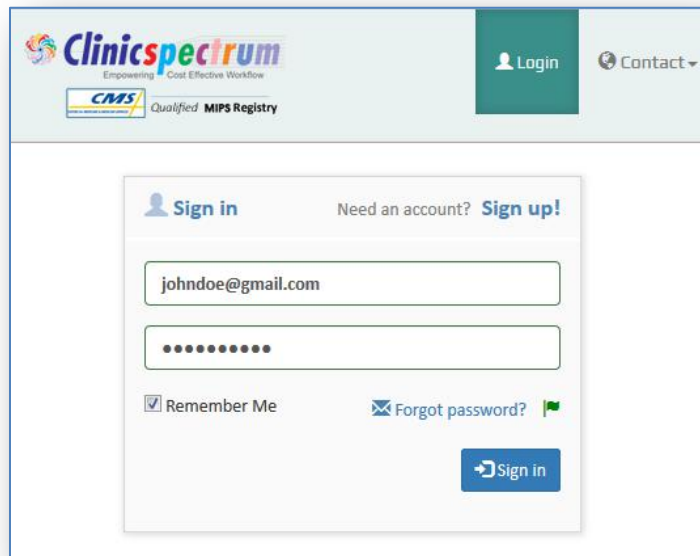
The screenshot shows the Clinicspectrum MIPS Registry login interface. At the top, there is a header with the Clinicspectrum logo (tagline: Empowering Cost Effective Workflow), a CMS Qualified MIPS Registry badge, and navigation links for 'Login' and 'Contact'. The main login area contains a 'Sign in' heading with a user icon, a link for 'Need an account? Sign up!', and two input fields: one for the email address (containing 'johndoe@gmail.com') and one for the password (masked with dots). Below the password field is a 'Remember Me' checkbox which is checked, and a 'Forgot password?' link with an envelope icon. A blue 'Sign in' button with a right-pointing arrow is located at the bottom right of the login form.

Figure 5 - Signing in

Note:

Click on “Forgot password” link if you forgot your password and wanted to reset your password, system will send password reset email to your email account.

3.1 Activating account using Passcode

1. In case you have not received account activation email, you may click on green flag icon displaying on bottom right corner of the login window to open “Activate account” form.
2. Contact Clinicspectrum Inc. representative to request 4 digit passcode.
3. Enter your email address and valid 4 digit passcode.
4. Finally click on “Activate Account” button.

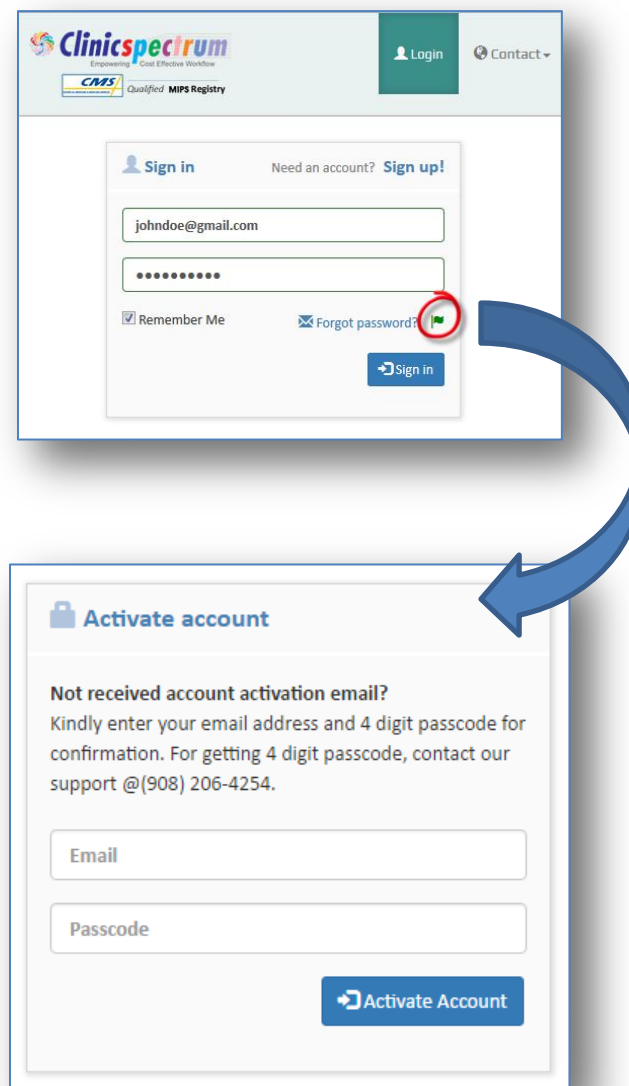


Figure 6 - Activate account through passcode

Step4: Accept Clinicspectrum MIPS Registry terms and conditions.

1. Read “Software Use Agreement”, “Authority Consent” and “Business Associate Agreement”.
2. Click “I agree” checkboxes indicating agreement has been read.
3. Click on “I have read and agrees to the Clinicspectrum’s MIPS Registry software license agreement” indicating all the agreement has been read and accepted.
4. Click on “Proceed” button.

NOTE: All the checkboxes must be checked to proceed to the next step.

Clinicspectrum
Empowering • Cost Effective Workflow
CMS Qualified MIPS Registry

Clinic Providers Reporting John Doe Contact

Terms and Conditions

Software Use Agreement.
By registering or using the Service, you agree to be bound by these Terms of Use without modification. Please make sure you read these Terms of Use thoroughly before registering.

Definition of Terms.
As used in these Terms of Use, "We", "Us" and "Our" refer collectively to mipsregistry.clinicspectrum.com. "You" and "User" refer to You, the user of this Service. "Software" and "Hardware" includes all software/hardware that comprises the Service or is used to interact with the Service, and includes all software and hardware provided by Our Suppliers.

Changes to These Terms of Use.
We reserve the right to change these Terms of Use at any time. If the Terms of Use changes you will be notified upon Your next login, and Your use of the Services or access to the mipsregistry.clinicspectrum.com Web Site constitutes Your agreement to the Terms of Use as they appear at the time You

☒ I agree.

☒ I have read and agrees to the Clinicspectrum's MIPS Registry software license agreement.

Authority Consent.
1. Definitions. "Agreement" shall mean this Agreement and all exhibits and attachments thereto.
a. "Implementation Workplan" shall mean the written workplan mutually agreed upon by the parties which set forth the major milestones for implementation of the Software. The Implementation Workplan shall be developed and agreed upon by the parties prior to execution of this Agreement, and the Implementation Workplan may be amended from time to time by the mutual agreement of the parties.
b. "Maintenance Periods" shall mean all time periods during which CSI will provide Maintenance Services. c. "Maintenance Services" shall mean the services described in the Maintenance Agreement attached as Exhibit B. "Software" shall mean the ONLINE AR Management software product set forth in Exhibit B hereto, which are licensed to Customer hereunder

☒ I agree.

Business Associate Agreement.
1. Definitions.
a. General. Terms used, but not otherwise defined, in this BA Agreement shall have the same meaning given to those terms by HIPAA, the HITECH Act and HIPAA Regulations as in effect or as amended from time to time.
b. Specific. i. Breach. "Breach" shall have the same meaning as the term "breach" in the HITECH Act, Section 13400(1). ii. Electronic Health Record. "Electronic Health Record" shall have the same meaning as the term "electronic health record" in the HITECH Act, Section 13400(5). iii. Electronic Protected Health Information. "Electronic Protected Health Information" shall have the same meaning as the term "electronic protected health information" in 45 CFR § 160.103, limited to the information that Business Associate creates, receives, maintains, or transmits from or on behalf of Covered Entity. iv. Individual. "Individual" shall have the same meaning as the

☒ I agree.

[Proceed](#)

Figure 7 - Accept Terms and Conditions

Step5: Enter Clinic Information

1. Once all the agreements and conditions are accepted, you will be redirected to “Clinic Information” form.
2. On first visit to the page, help box will be displayed.
3. You may click on “Next” button on the help box to navigate through all the available help or simply click on “Skip” button to skip the help box.

The screenshot shows the 'Enter Clinic Information' form in the Clinicspectrum MIPS Registry. The form is divided into three main sections: Clinic Details, Contact Details, and Other Information. A help box is overlaid on the 'Reporting' field in the 'Other Information' section, containing the text 'Kindly update your clinic's reporting option for MIPS.' and buttons for 'Skip', 'Back', and 'Next'.

Clinic Details

- * Practice: Demo Medical Group
- * Address: Address Line 1, Address Line 2
- * City: City
- * State: -- Choose state --
- * Zip: Zip

Contact Details

- Phone: 9082064254
- Fax: (999) 999-9999
- * Email: sagarr.hipl@gmail.com

Other Information

- NPI: NPI Number
- * Tax ID: 99-9999999
- * Reporting: ☒ Group ☐ Individual
- * Practice Size: [dropdown]
- * Reporting Type: [dropdown]
- * From: mm/dd/yyyy
- * To: mm/dd/yyyy

Buttons: Skip, Back, Next, Save

Figure 8 - Read help

Add clinic information:

NOTE: Fields marked with red asterisk are required fields.

Clinic Details

1. **Practice:** Enter the name of the practice.
2. **Address:** Enter the practice's business address.
3. **City:** Enter the city where the practice's business is located
4. **State:** Select the state where the practice's business is located from the drop-down list.
5. **Zip:** Enter the zip code where the practice's business is located.

Contact Details

1. **Phone:** Enter phone number of the practice.
2. **Fax:** Enter fax number of the practice.
3. **Email:** Enter valid email address; this email address will be used to notify an issue in the MIPS reporting data.
4. **State:** Select the state where the practice's business is located from the drop-down list.

Other Information

1. **NPI:** Enter valid NPI number
2. **Tax:** Enter valid TAX number
3. **Reporting:** How would you like to report? As *Group* or as *Individual*

Individual Reporting:

An individual is defined as a single clinician, identified by a single National Provider Identifier (NPI) number tied to a single Tax Identification Number (TIN).

Group Reporting:

Under MIPS, a group is defined as a single Taxpayer Identification Number (TIN) with 2 or more eligible clinicians (including at least one MIPS eligible clinician), as identified by their National Provider Identifiers (NPI), who have reassigned their Medicare billing rights to the TIN.

4. **Practice size:** Indicate total number of provider participating in MIPS
5. **Reporting Type:** Indicate reporting period
 - a. **Test:** submit some data
 - b. **Partial:** 90 days of reporting period
 - c. **Full Year:** Report for full calendar year

6. **From:** Enter start date of your reporting period
7. **To:** Enter end date of your reporting period
8. Click on **“Save”** button to save the details

The screenshot shows the 'Add Practice Information' form in the Clinicspectrum MIPS Registry. The form is organized into three main sections: Clinic Details, Contact Details, and Other Information. The Clinic Details section contains fields for Practice (Demo Medical Group), Address (2222 Morris Ave), Address Line 2, City (UNION), State (New Jersey), and Zip (07083). The Contact Details section includes fields for Phone (9082064254), Fax ((999) 999-9999), and Email. The Other Information section includes fields for NPI (NPI Number), Tax ID, and Reporting type (Group or Individual). A Save button is located at the bottom right of the form.

Figure 9 - Add Practice Information

Adding Providers

To add providers

1. Enter required NPI number in “NPI Lookup” box and click on “Add New Provider” button.
2. NPI will be verified and “Provider Detail” form open up with most of the details prepopulated.
3. Selected required “Reporting Type”
 - a. *Test:*
Submit some data after January 1, 2017
 - b. *Partial:*
Report for 90-day period after January 1, 2017
 - c. *Full Year:*
Fully participate starting January 1, 2017
4. **From:** Enter start date of your reporting period
5. **To:** Enter end date of your reporting period
6. Click checkbox
“I verify I have entered the provider's individual NPI in combination with the TIN used to file this provider's CMS Medicare claims. I also understand that Clinicspectrum MIPS registry cannot verify the TIN/NPI combination entered and an incorrect TIN and/or NPI may result in [no payment from CMS].”

NOTE: Terms and condition checkbox must be checked to proceed to the next step

7. Click on “Save” button to save the details

Provider Detail

Prefix:

S

M.D

Address

* Address:

000-0000000-0000

Address Line 2

* City:

00000000

* State:

New Jersey

* Zip:

07008-2935

Contact Details

Phone:

(999) 999-9999

Fax:

(999) 999-9999

Email:

Enter email

Reporting Information

* NPI:

2120593496

* Tax ID:

00-0000000

* Reporting Type:

Test

Partial

Full Year

* From:

01/01/2017

* To:

04/01/2017

* ☒ I verify I have entered the provider's individual NPI in combination with the TIN used to file this provider's CMS medicare claims. I also understand that Clinicspectrum MIPS registry can not verify the TIN/NPI combination entered and an incorrect TIN and/or NPI may result in [no payment from CMS].

Save

Cancel

Figure 10 - Add Providers

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Clinicspectrum, Inc.

Pay for reporting

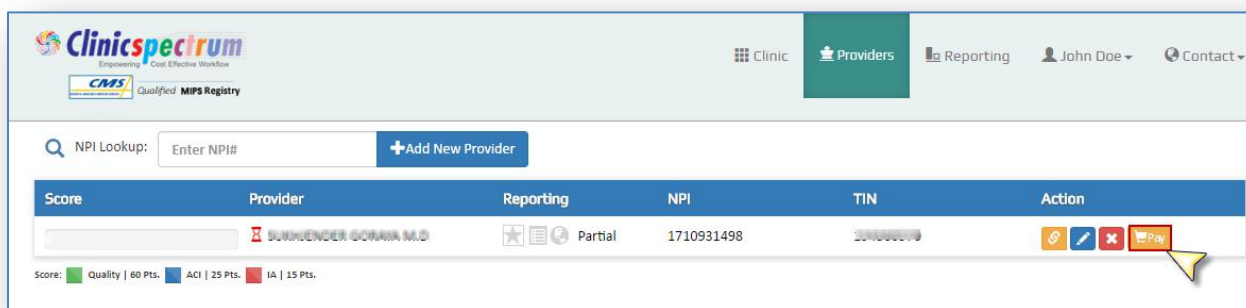


Figure 11 - Pay for reporting

1. The Provider List screen displays with the new provider's data added to Clinicspectrum MIPS Registry.
2. Click on "Pay" button to open "Make Payment" window.



Figure 12 - Make Payment

3. Select required provider and click on "Next" button.

The screenshot shows a 'Select Reporting' window with three selectable categories: 'Quality' (purple star icon), 'Improvement Activities' (green clipboard icon), and 'Advancing Care Information' (teal soccer ball icon). A yellow bar at the bottom provides summary information: 'Total Providers: 1', 'Fee per provider: \$250.00', and 'Amount Due: \$250.00'. At the bottom left is a red 'Close' button, and at the bottom right is a green 'Next' button with a right arrow.

Summary		
Total Providers: 1	Fee per provider: \$250.00	Amount Due: \$250.00

Figure 13 - Select Performance Category for payment

4. Select performance categories by clicking on respective icons for payment. You can deselect the performance category by again clicking on the icon making the icon greyed out.
5. Click on “Next” button to proceed.

Payment

Do you want our data entry services?
 If you want us to add MIPS data in portal, we can do it at **additional charges of \$150.**

How?: We provide data collection sheet in PDF format, you can print them and mark data status on printed forms. Submit us scanned forms, and we will take care of your MIPS data.

☒ **Yes, I need data entry services**

Total Providers: 1	Fee per provider: \$400.00	Amount Due: \$400.00
--------------------	----------------------------	----------------------

Figure 14 - Opt for data entry services

6. Select checkbox “Yes, I need data entry services”, if want to opt for data entry services.
7. Click on button “Proceed to Pay” to enter your credit card details and billing address finally click on “Pay” button to pay.

Payment

☐ Save Billing Information

Valid Card Number

Credit card is required.

Month / Year CVV

Full Name

(We guarantee your personal information is 100% safe & secure with us.)

Billing Address ☐ Same As Clinic Address

Street Name / Company name or P.O Box Number

Appartment, building (optional)

City -- Choose state -- Zip

Phone Number (Incase we need to call you about your order.)

Figure 15 - Enter credit card details

Reporting MIPS Performance Categories

Quality

- Review and select measures that best fit your practice.
- Add up to **six measures** from the list available quality measures, including one outcome measure. You can use the search and filters to help find the measures that meet your needs or specialty.
- If an outcome measure is not available that is applicable to your specialty or practice, chose another high priority measure.

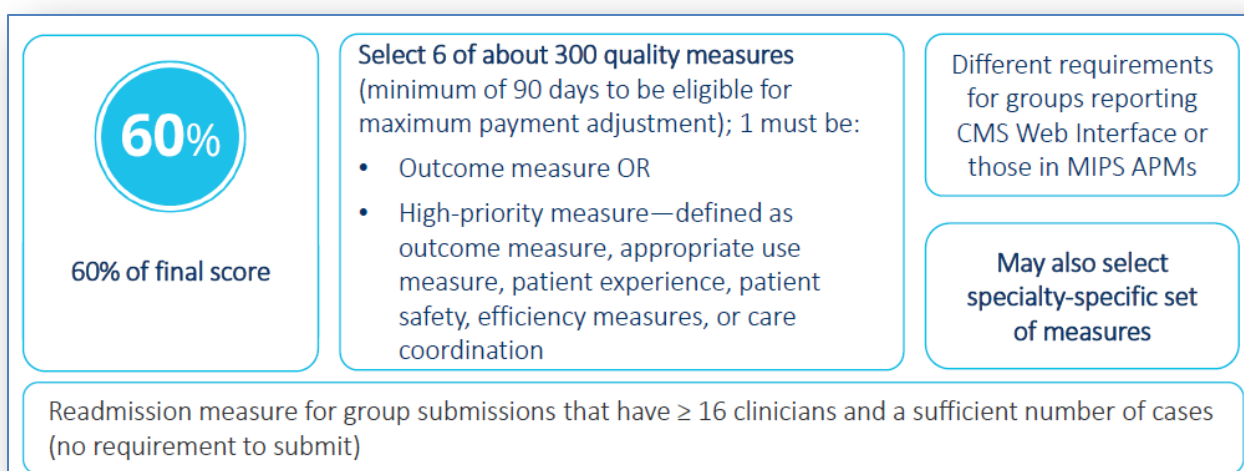
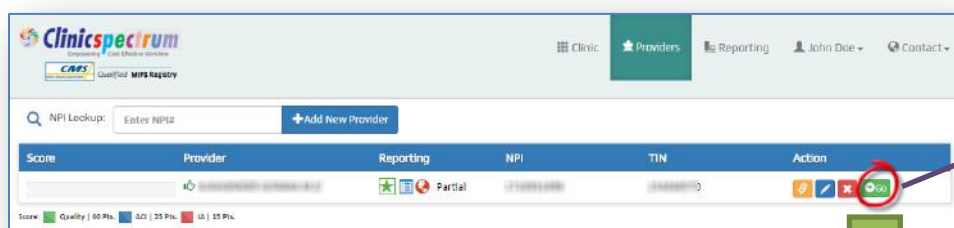


Figure 16 - Quality Reporting

Getting Started – Reporting Quality Measures



From “Provider” list page click on “Go” button to start reporting

Click on performance category name to select it

Click here to select measures that best fit your specialty

Click here filter out quality measures by ICDs, CPTs, Complexity, High priority and Outcome measures

Click on “+” button to select measures

Click here to clear filters

Measure #	Domain	Description	Total Record:26
21	Patient Safety	Perioperative Care: Selection of Prophylactic Antibiotic - First OR Second Generation Cephalosporin	
23	Patient Safety	Perioperative Care: Venous Thromboembolism (VTE) Prophylaxis (When Indicated in ALL Patients)	
43	Effective Clinical Care	Coronary Artery Bypass Graft (CABG): Use of Internal Mammary Artery (IMA) in Patients with Isolated CABG Surgery	
46	Communication and Care Coordination	Medication Reconciliation Post-Discharge	
52	Effective Clinical Care	Chronic Obstructive Pulmonary Disease (COPD): Long-Acting Inhaled Bronchodilator Therapy	

Selected Measures

Measure #	Domain	Description
69	Effective Clinical Care	Hematology: Multiple Myeloma: Treatment with Bisphosphonates
176	Effective Clinical Care	Rheumatoid Arthritis (RA): Tuberculosis Screening
179	Effective Clinical Care	Rheumatoid Arthritis (RA): Assessment and Classification of Disease Prognosis

Indicate MIPS Score

This section indicates whether sufficient measures are selected for reporting or not .

List of Quality measures

List of selected Quality measures

- Indicate low Complexity measures - easy to meet the criteria
- Indicate medium Complexity measures – quite difficult to meet the criteria
- Indicate highly complex measures – very difficult to meet the criteria
- Indicate low scoring measures (If selected clinicians receive at the max 3 points)

- H High Priority Measure
- O Outcome Measure

1. Click on “Next” button to enter data for selected measures.

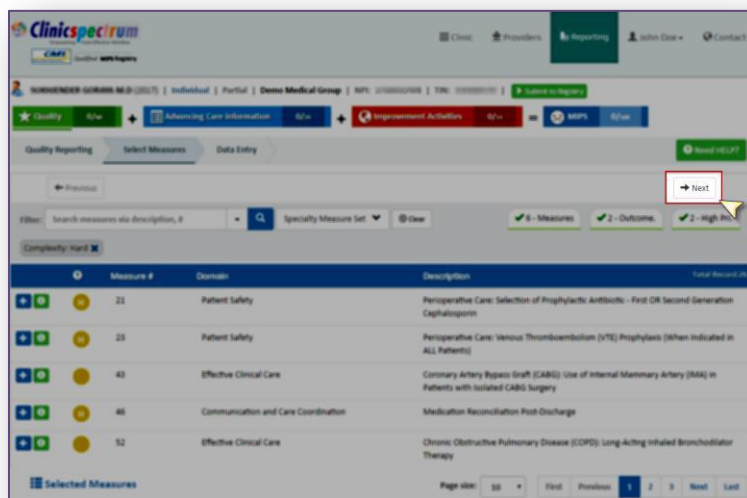


Figure 17 - Enter Data

2. Enter number of patient satisfying the measure’s criteria

The screenshot shows the Clinicspectrum MIPS Registry interface for the 'Enter Performance Data' step. The measure selected is '50 Hematology: Multiple Myeloma: Treatment with Bisphosphonates'. The 'Numerator' field is highlighted with a red box and a callout box stating 'Indicate number of eligible patient for the measures'. The 'Denominator' field is also highlighted with a red box and a callout box stating 'Indicate number of patient satisfying “Performed” criteria'. The 'Performed' checkbox is checked, and the 'Denominator Exemption' section is visible.

Figure 18 - Enter Performance Data

Advancing Care Information



Advancing Care Information

- In 2017, there are two measure set options for reporting. The option you use to submit your data is based on your electronic health record edition.
 - Option 1: Advancing Care Information Objectives and Measures
 - Option 2: 2017 Advancing Care Information Transition Objectives and Measures
- You can report the 2017 Advancing Care Information Transition Objectives and Measures:
 - If you have technology certified to the 2015 Edition; or
 - If you have technology certified to the 2014 Edition; or
 - If you have a combination of technologies from 2014 and 2015 Editions.

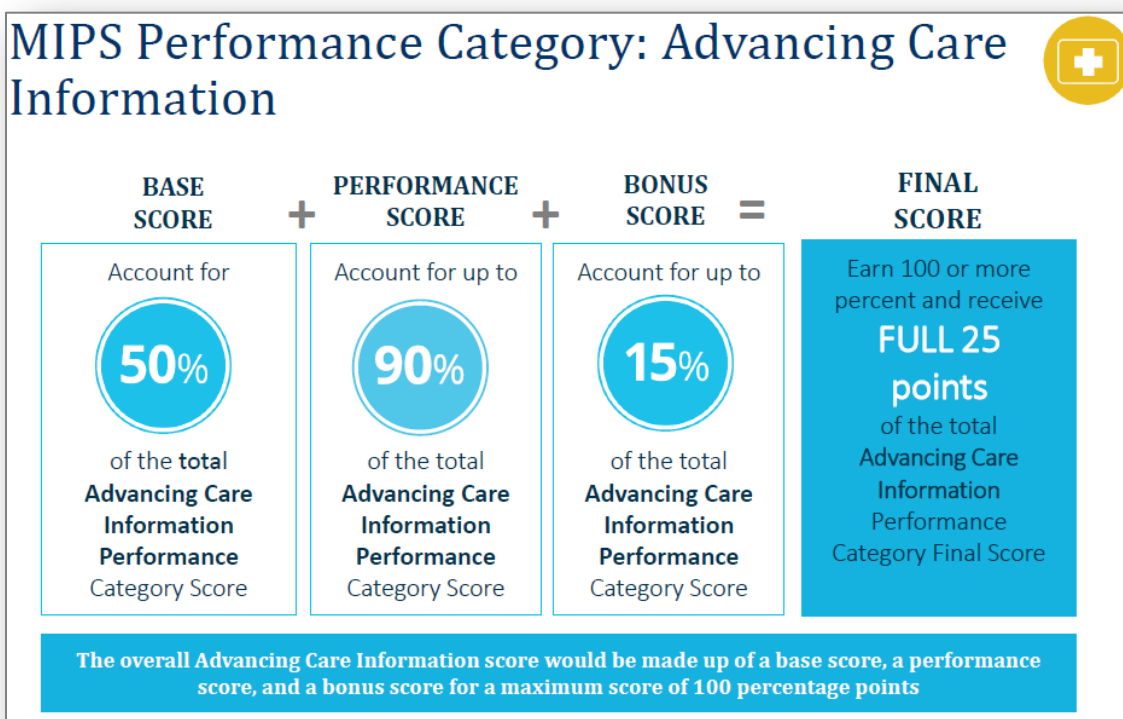


Figure 19 - Advancing Care Information

Getting Started – Reporting Advancing Care Information

Header: Clinicspectrum, Empowering. Cost Effective Workflow. CMS Qualified MIPS Registry. Clinic, Providers, Reporting, John Doe, Contact.

User Info: SUKHIENDER GORAYA M.D (2017) | Individual | Partial | Demo Medical Group | NPI: 1710931498 | TIN: 154366570 | Submit to Registry

Progress Bar: Quality 22/60 B + Advancing Care Information 18.75/25 B + Improvement Activities 0/15 = MIPS 40.75/100

ACI Reporting: Measures

Choose your CEHRT edition: ☒ 2014 ☐ 2015

5%- Bonus **0 - Warning**

Base Measure 4/4

- Security Risk Analysis Yes
- e-Prescribing 50.00 %
- Provide Patient Access 50.00 %
- Health Information Exchange 50.00 %

The MIPS eligible clinician that transitions or refers their patient to another setting of care or health care clinician (1) uses CEHRT to create a summary of care record; and (2) electronically transmits such summary to a receiving health care clinician for at least one transition of care or referral.

Denominator	Numerator	Performance
100	50	50.00%

Performance Measure 1/7

- View, Download, or Transmit (VDT)
- Patient-Specific Education
- Secure Messaging
- Medication Reconciliation
- Immunization Registry Reporting
- Syndromic Surveillance Reporting B Yes
- Specialized Registry Reporting B

Callout Boxes:

- Click to choose Certified EHR Edition
- List of base measures, MIPS eligible clinicians need to fulfill the requirements of all the base score measures in order to receive the 50% base score
- Enter Denomination value.
- Enter Numerator value.
- Indicate Performance
- "B" indicates bonus measure.
- List of performance measures. These are additional measures that help improving performance
- "B" indicates bonus measure.
- This section indicates whether you get 5% bonus or you met all the required criteria.

Improvement Activities

- Most participants: Attest that you completed up to 4 improvement activities for a minimum of 90 days.
- Groups with fewer than 15 participants or if you are in a rural or health professional shortage area: Attest that you completed up to 2 activities for a minimum of 90 days.



Improvement Activities

Improvement Activities: Flexibilities



Groups with 15 or fewer participants, non-patient facing clinicians, or if you are in a rural or health professional shortage area: Attest that you completed up to 2 activities for a minimum of 90 days.

Participants in certified patient-centered medical homes, comparable specialty practices, or an APM designated as a Medical Home Model: You will automatically earn full credit.

Shared Savings Program Track 1 or the Oncology Care Model: You will automatically receive points based on the requirements of participating in the APM. For all current APMs under the APM scoring standard, this assigned score will be full credit. For all future APMs under the APM scoring standard, the assigned score will be at least half credit.

Figure 20 - Improvement Activities

Getting Started – Reporting Improvement Activities

Click to select flexibilities if applicable.

Groups with 15 or fewer participants, non-patient facing clinicians, or if you are in a rural or health professional shortage area: Attest that you completed up to 2 activities for a minimum of 90 days.

List of improvement activities.

Click on "Add" button to select improvement activities

Indicate performance by selecting "Yes"

Selected improvement activities.

H

Indicate High-weighted activities

M

Indicate Medium-weighted activities

B

Indicate Bonus activities

For most of the Provider Participating in MIPS for 90 days or Full Calendar year

Point weight

- High-weighted activities = 20 Points
- Medium-weighted activities = 40 Points

Note: Maximum Score is capped at 40 points

How to choose Activity Combinations:

Activity Combinations [Choose any 1 combination]	Max score capped to 40
2 high-weighted activities	2 X 20 Pts = 40 Pts
1 high-weighted activity and 2 medium-weighted activities	(1 X 20 Pts) + (2 X 10 Pts) = 40 Pts
At least 4 medium-weighted activities	4 X 10 Pts = 40 Pts

For Groups with 15 or fewer participants, non-patient facing clinicians, or if you are in a rural or health professional shortage area

Point weight

- High-weighted activities = 40 Points
- Medium-weighted activities = 20 Points

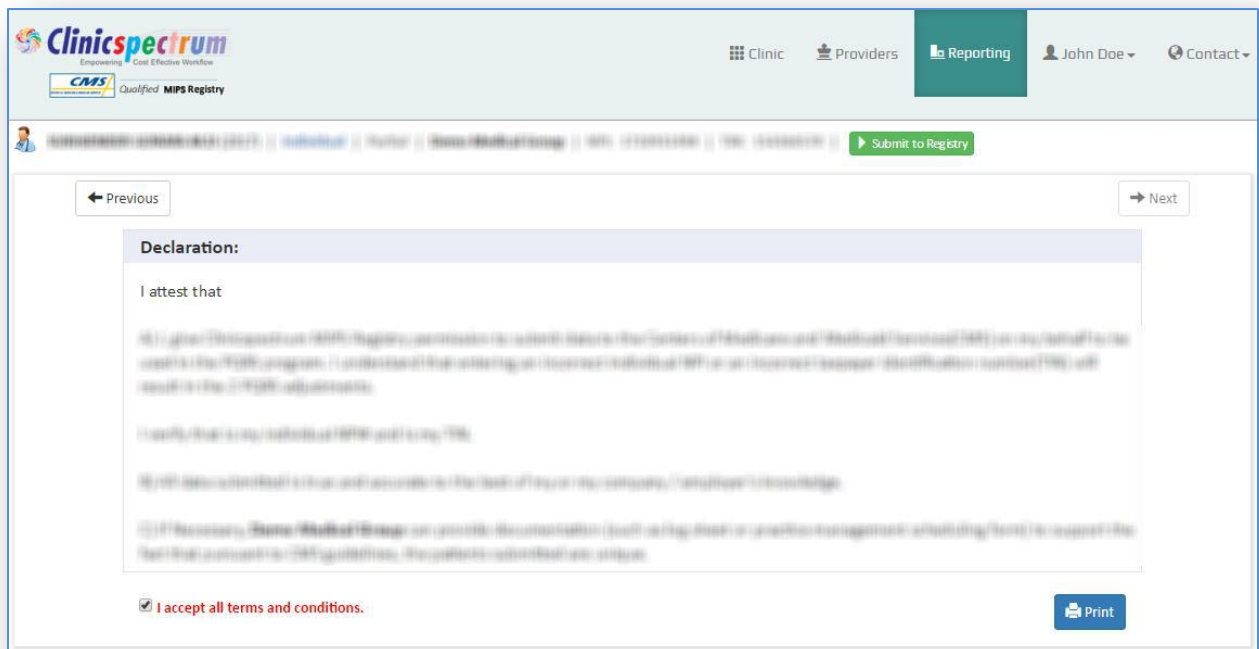
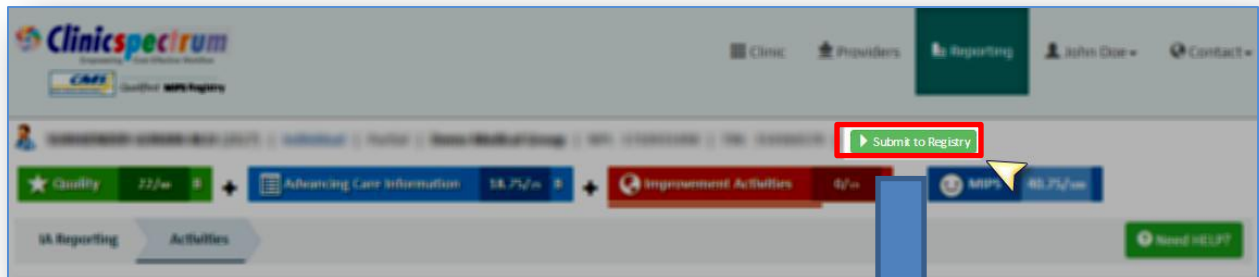
Note: Maximum Score is capped at 40 points

How to choose Activity Combinations:

Activity Combinations [Choose any 1 combination]	Max score capped to 40
1 high-weighted activities	1 X 40 Pts = 40 Pts
2 medium-weighted activities	2 X 20 Pts = 40 Pts

MIPS Data Submission Process

- Click on “Submit to Registry” button to proceed for submission.



- Accept all the terms and conditions.
- Finally click on “Finish” to submit data to Clinicspectrum MIPS Registry.