

QPP Access At a Glance

[Updated 04/26/2022](#)

Purpose: This document provides an overview about the 2-step process for getting the access you need to sign in to qpp.cms.gov. It also identifies [Additional Resources](#) that provide step-by-step instructions with screenshots.

- [Practice Representatives and Solo Practitioners](#)
- [Clinicians](#)
- [Virtual Group Representatives](#)
- [QCDRs/Qualified Registries](#)
- [EHR/Health IT Vendors](#)
- [APM Entity Representatives](#)

Note: This guide was prepared for informational purposes only and is not intended to grant rights or impose obligations. The information provided is only intended to be a general summary. It is not intended to take the place of the written law, including the regulations. We encourage readers to review the specific statutes, regulations, and other interpretive materials for a full and accurate statement of their contents. This guide captures images of the process for obtaining a HARP account, connecting to an organization, and managing your role. The information captured in the screenshots may not be the exact language, workflow, or design that was finalized in the system on November 2021.

Attention Representatives of Medicare Shared Savings Program (Shared Savings Program) Accountable Care Organizations (ACOs):

Shared Savings Program ACOs have a different Health Care Quality Information System (HCQIS) Access Roles and Profile system (HARP) account creation and Quality Payment Program (QPP) role management process. ACOs will no longer be able to perform these actions on qpp.cms.gov.

If your organization is a Shared Savings Program ACO, please **DO NOT** follow the information in this document. Instead, please refer to the **Medicare Shared Savings Program ACOs: Creating and Managing a HARP Account with a QPP Role in ACO-MS document (PDF)** in the [QPP Account Access Guide](#) (ZIP file) for information on how to obtain a HARP account with a QPP Security Official or Staff User role and manage your role in the [ACO Management System \(ACO-MS\)](#). If you are your ACO's QPP Security Official or Staff User contact in ACO-MS, then you can sign in to qpp.cms.gov using your ACO-MS Username and Password.

Please note that the ACO-MS process only applies to representatives of a Shared Savings Program ACO, and not to the Participant TINs in the ACO. Representatives of a Participant TIN will still need to create an account on harp.cms.gov and request and manage their QPP role on qpp.cms.gov, using the information in this resource.

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Step 1: Register for a HARP Account

If you don't have a user ID and password that lets you sign in to qpp.cms.gov, you will need to register for a HCQIS Access Roles and Profile (HARP) account on harp.cms.gov in order to sign in.

How do I do this?

Click [Sign In](#) on the upper right-hand corner of qpp.cms.gov. You can [create an account](#) using links on either the Sign In or Register tab. The **Register for a HARP Account** document in the [QPP Access User Guide](#) (ZIP file) provides step-by-step instructions with screenshots and troubleshooting information.

If you already have HARP credentials, you can skip step 1 and sign in to [qpp.cms.gov with your credentials to complete step 2](#).

Step 2: Request the Appropriate Access

You need to connect with an organization(s) via qpp.cms.gov to view data, submit data, or manage access on behalf of the organization.

How do I do this?

The table on the following pages reviews what QPP access you need to perform activities, such as:

- Submitting data
- Completing an opt-in election
- Viewing performance feedback
- Registering for the CMS Web Interface

Want to learn more about requesting access?

You can also refer to documents in the [QPP Access User Guide](#) (ZIP file) for step-by-step instructions with screenshots and troubleshooting information: See [Additional Resources](#) for the name and description of each document in the user guide.

You are a...	You want to... ¹	The role you need is...	From Manage Access on qpp.cms.gov, you will...
Practice Staff/ Representative or Solo Practitioner	<ul style="list-style-type: none"> • Submit data on behalf of your practice (as a group and/or individuals) <ul style="list-style-type: none"> ○ Includes Promoting Interoperability data for MIPS APM participants • Submit opt-in elections on behalf of your practice (as a group and/or individuals) • View data submitted on behalf of your practice (group and/or individual) • View performance feedback (group and/or individual) • Preview public reporting data for Doctors & Clinicians on Medicare Care Compare (formerly Physician Compare) 	Staff User	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Practice</i>) 2. Find your practice (<i>Search by name or full TIN</i>) 3. Select the Staff User role 4. Wait to be approved by the Security Official (<i>contact QPP if you need assistance identifying your organization's Security Official</i>) <p>Note: There must be an existing Security Official before you can request the Staff User role.</p>
	<ul style="list-style-type: none"> • Everything above plus • Approve or deny requests from other users requesting access to your organization • Register for the CMS Web Interface or CAHPS for MIPS Survey (beginning April 2021 for PY 2021) 	Security Official	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Practice</i>) 2. Find your practice (<i>search by name or full TIN</i>) 3. Select the Security Official role (<i>provide required information</i>)
Clinician (not a third party or practice representative)	<ul style="list-style-type: none"> • View your performance feedback for all of your associated: <ul style="list-style-type: none"> ○ APM Entities, ○ Practices (group and/or individual reporting), or ○ Virtual groups <p>IMPORTANT: You won't be able to preview your public reporting data for Doctors & Clinicians on Medicare Care Compare (formerly Physician Compare) with this role.</p>	Clinician	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Individual Clinician</i>) 2. Select the Clinician role (provide required information) <p>IMPORTANT: The clinician role is a view only role, meaning you cannot submit data. If you are a solo practitioner or clinician that needs to submit data directly, request the Staff User (or Security Official) role for your Practice organization.</p>

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¹ For a comprehensive list of the QPP functions associated with each role, please review **Step 3 (Select a Role)** in the **Connect to an Organization** document in the [QPP Access User Guide](#).

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You are a...	You want to... ²	The role you need is...	From Manage Access on qpp.cms.gov, you will...
Virtual Group Representative	<ul style="list-style-type: none"> • Submit data on behalf of your virtual group • View data submitted on behalf of your virtual group • View performance feedback for the virtual group • Preview public reporting data for Doctors & Clinicians on Medicare Care Compare (formerly Physician Compare). 	Staff User	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Practice</i>) 2. Find your practice (search by name or full TIN) 3. Select the Staff User role 4. Wait to be approved by the Security Official (<i>contact QPP if you need assistance identifying your organization's Security Official</i>) <p>Note: there must be an existing Security Official before you can request the Staff User role.</p>
	<ul style="list-style-type: none"> • Everything above plus • Approve or deny requests from other users requesting access to your organization • Register for the CMS Web Interface or CAHPS for MIPS Survey (beginning April 2021 for PY 2021) 	Security Official	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Practice</i>) 2. Find your practice (search by name or full TIN) 3. Select the Security Official role (<i>provide required information</i>)
QCDR or Qualified Registry Representative	<ul style="list-style-type: none"> • Upload a submission file on behalf of your clients (groups and/or individuals) • Submit opt-in elections on behalf of your clients • View preliminary scoring for your clients based on the data you submitted for them 	Staff User	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = Registry</i>) 2. Find your registry (search by name or TIN) 3. Select the Staff User role 4. Wait to be approved by the Security Official (<i>contact QPP if you need assistance identifying your organization's Security Official</i>) <p>Note: there must be an existing Security Official before you can request the Staff User role.</p>

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You are a...	You want to... ³	The role you need is...	From Manage Access on qpp.cms.gov, you will...
	<ul style="list-style-type: none"> Everything above plus Approve or deny requests from other users requesting access to your organization Download your API token (for API submissions) 	Security Official	<ol style="list-style-type: none"> Connect to an Organization (Organization type = Registry) Find your registry (search by name or TIN) Select the Security Official role (<i>provide required information</i>)
EHR or Other Health IT Vendor	<ul style="list-style-type: none"> Submit data on behalf of your clients View data submitted on behalf of your clients View performance feedback for your clients 	Staff User	<ol style="list-style-type: none"> Connect to an Organization (<i>Organization type = Practice</i>) Find the practice (search by name or full TIN) Select the Staff User role Wait to be approved by the Security Official <p>Note: You'll need to complete this process for each TIN you represent in order to submit data on their behalf. A TIN's Security Official can approve or deny your request at their discretion.</p>

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³ For a comprehensive list of the QPP functions associated with each role, please review **Step 3 (Select a Role)** in the **Connect to an Organization** document in the [QPP Access User Guide](#).

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You are a...	You want to... ⁴	The role you need is...	From Manage Access on qpp.cms.gov, you will...
Representative of an Alternative Payment Model (APM) Entity:	<ul style="list-style-type: none"> • Submit quality data on behalf of the APM Entity • View a list of participating practices and clinicians in the APM • View eligibility information for participating practices and clinicians in the APM • View MIPS performance feedback • Preview public reporting data for Medicare Care Compare (formerly Physician Compare) website 	Staff User	<ol style="list-style-type: none"> 1. Connect to an Organization (<i>Organization type = APM Entity</i>) 2. Identify your APM Entity type (e.g., if your organization is a Oncology Care Model (OCM), select "Oncology Care Model (OCM)") 3. Find your APM Entity (<i>search by its legal business name</i>) 4. Select the <u>Staff User</u> role 5. Wait to be approved by the Security Official (<i>contact QPP if you need assistance identifying your organization's Security Official</i>) <p>Note: Your organization must have at least one individual with the Security Official role before anyone can request a Staff User role.</p>
	<ul style="list-style-type: none"> • Everything above plus • Approve or deny role requests from other users requesting access to your organization • Register for the CMS Web Interface or CAHPS for MIPS Survey (beginning April 2021 for PY 2021) 	Security Official	<ol style="list-style-type: none"> 1. Connect to an Organization (Organization type = APM Entity) 2. Identify your APM Entity type (e.g., if your organization is a Oncology Care Model (OCM), select "Oncology Care (OCM)") 3. Find your APM Entity (search by its legal business name) 4. Select the <u>Security Official</u> role (<i>provide required information</i>) 5. Enter additional information for validation: <ul style="list-style-type: none"> ○ APM Entity ID ○ The Taxpayer Identification Number (TIN) of two practices participating in the ACO (Note: Security Officials for a single TIN ACO only need to provide one TIN)

⁴ For a comprehensive list of the QPP functions associated with each role, please review **Step 3 (Select a Role)** in the **Connect to an Organization** document in the [QPP Access User Guide](#).

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Have Questions?

Review the [Additional Resources](#) below or contact the Quality Payment Program for assistance:

- 1-866-288-8292
- Customers who are hearing impaired can dial 711 to be connected to a TRS Communications Assistant
- gpp@cms.hhs.gov

Additional Resources

The following resources are included in the [QPP Access User Guide](#), located in the General Resources Section of the [QPP Resource Library](#).

Document Name	Description
<i>Shared Savings Program ACOs: ACO-MS User Access</i>	Provides information on the account registration and role management process for Shared Savings Program ACO representatives via the ACO Management System (ACO-MS).
<i>Register for a HARP Account</i>	Step-by-step instructions with screenshots for obtaining a HARP account (i.e., setting up the username and password that lets you sign in to gpp.cms.gov)
<i>Connect to an Organization</i>	Step-by-step instructions with screenshots for requesting the Staff User or Security Official role for a Practice, QCDR/Registry, Virtual Group, or APM Entity (once you have a HARP account)
<i>Connect as a Clinician</i>	Step-by-step instructions with screenshots for obtaining the Clinician Role (once you have a HARP account)
<i>Security Officials: Manage Access</i>	Step-by-step instructions with screenshots for approving or denying Staff User role requests and revoking access for users no longer associated with your organization (once you have a HARP account)

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Version History

Date	Change Description
04/26/2022	Updated to clarify HARP registration process is on harp.cms.gov and the connect to an organization process is completed on the QPP website.
11/04/2021	Updated to include reference for representatives of Shared Savings Program ACOs creating their HARP accounts and managing their QPP Roles through ACO-MS
08/04/2021	Remove reference to APM Scoring Standard and updated dates for PY2021.
11/30/2020	Updated the location of publicly reported data from Physician Compare to Doctors & Clinicians on Medicare.gov 's Care Compare and removed the list of APM Entities.
3/20/2020	Updated to clarify that the clinician role does not let a clinician preview their public reporting data for Physician Compare (or successor website) and include additional of APM Entities (BIPCI Advanced, Independence at Home Demonstration, Maryland TCOC, and Vermont All Payer ACO).
12/2/2019	Original posting (geared towards PY 2019 data submission, feedback, opt-in election, and submitting a hardship exception).

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