

# Quality Payment PROGRAM

## MERIT-BASED INCENTIVE PAYMENT SYSTEM (MIPS)

### 2020 Opt-in and Voluntary Reporting Election Process Guide



## Contents

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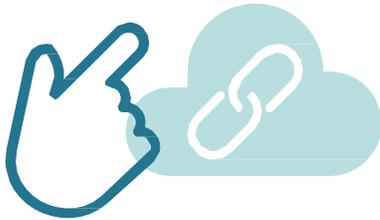
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*CMS is implementing multiple flexibilities to provide relief to clinicians responding to the 2019 Novel Coronavirus (COVID-19) pandemic. Refer to the **Quality Payment Program COVID-19 Response Fact Sheet** for more information.*



## How to Use This Guide

# How to Use This Guide



**Please 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 opting-in or voluntarily reporting. The information captured in the screenshots **may not** be the exact language, workflow, or design that is finalized in the system on January 4, 2021. This guide helps practice representatives and third-party intermediaries (such as Qualified Registries and Qualified Clinical Data Registries) opt-in or voluntarily report for the 2020 performance period through the election process.

## Table of Contents

The table of contents is interactive. Click on a chapter in the table of contents to read that section.



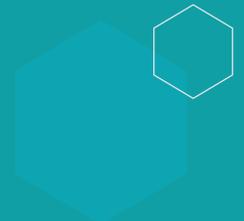
You can also click on the icon on the bottom left to go back to the table of contents.

## Hyperlinks

Hyperlinks to the [QPP website](#) are included throughout the guide to direct the reader to more information and resources.



## Overview



## Important Dates and Deadlines: Opt-in and Voluntary Reporting Elections

December 2020\*

**Updated MIPS eligibility for the 2020 performance period is released**, data is reconciled from the two 12-month segments of the [MIPS Determination Period](#).

**HOW DO I KNOW IF I'M ELIGIBLE?** Now that eligibility has been updated, check your MIPS eligibility for the 2020 performance period using the [Quality Payment Program Participation Status Tool](#).

January 4, 2021

**2020 opt-in and voluntary reporting election period** and data submission period opens **January 4, 2021**.

**HOW DO I ELECT TO OPT-IN OR REPORT VOLUNTARILY?** Sign into your account on [qpp.cms.gov](http://qpp.cms.gov) to complete the opt-in or voluntary reporting election in order to submit data.

March 31, 2021

**2020 opt-in and voluntary reporting election period** and data submission period ends on **March 31, 2021**.

**WHEN DO I NEED TO ELECT TO OPT-IN OR REPORT VOLUNTARILY BY?** If you are opt-in eligible and want to submit data, you must complete your opt-in or voluntary reporting election **and** submit your data by **March 31<sup>st</sup>**.

\*This is the final eligibility determination for clinicians who don't participate in an Alternate Payment Model (APM). Final Qualifying Alternative Payment Model (APM) Participant (QP) determinations and APM participation from the 3<sup>rd</sup> APM snapshot will be released in December. We will release the 4<sup>th</sup> APM snapshot (Shared Savings Program participation only) in March 2021.

# Overview

## Opt-in and Voluntary Reporting Election Process Overview

This guide will cover the election process on [qpp.cms.gov](http://qpp.cms.gov) for:

- Practice Representatives
  - Individual Reporting
  - Group Reporting
- Qualified Registries and Qualified Clinical Data Registries (QCDRs)

An election must be confirmed before data can be submitted. Once an election is made to opt-in or voluntarily report, the **decision is final and cannot be reversed**.

**APM Entities have a different election process not covered in this guide.** Please review the **APM Entity Opt-In Process and Policies** document in the [2020 Opt-In and Voluntary Reporting Election Toolkit](#). You may also contact the Quality Payment Program Help Desk by phone at 1-866-288-8392 (TTY: 711) or email at [QPP@cms.hhs.gov](mailto:QPP@cms.hhs.gov).

### Don't Want to Submit Data?

Opt-in eligible clinicians, groups, and APM entities that do not want to submit data do **NOT** have to make an election.

# Overview

## Opt-In Eligible as an Individual vs. Group

Individual Clinicians	Groups
<p>Clinicians may be identified as opt-in eligible on the <a href="#">QPP Participation Status Tool</a>.</p>	<p>Groups may be identified as opt-in eligible on the <a href="#">QPP Participation Status Tool</a>.</p>
<div style="border: 1px solid #ccc; padding: 10px; background-color: #f9f9f9;"> <p>MIPS Eligibility: <input checked="" type="radio"/> INDIVIDUAL</p> <p>Opt-in Option: Opt-in-eligible as individual</p> </div>	<div style="border: 1px solid #ccc; padding: 10px; background-color: #f9f9f9;"> <p>MIPS Eligibility: <input checked="" type="radio"/> GROUP</p> <p>Opt-in Option: Opt-in eligible as group</p> </div>
<p>If you are opt-in eligible as an individual, you can:</p> <ul style="list-style-type: none"> <li>• Make an individual election to opt-in or voluntarily report so you can submit data as an individual; or</li> <li>• Do nothing (you are not required to participate in MIPS as an individual or to make an election).</li> </ul>	<p>If you are opt-in eligible as a group, you can:</p> <ul style="list-style-type: none"> <li>• Make a group election to opt-in or voluntarily report so you can submit data as group; or</li> <li>• Do nothing (you are not required to make an election and practices are never required to participate in MIPS as a group).</li> </ul>

**Questions about Opting-in and Voluntarily Reporting to MIPS?**

Check out the [2020 MIPS Eligibility and Participation User Guide](#).

*Disclaimer: This guide captures images of the process for opting-in or voluntarily reporting. The information captured in the screenshots **may not** be the exact language, workflow, or design that is finalized in the system on January 4, 2021.*

# Overview

## Opting-In vs. Voluntary Reporting

If you are opt-in eligible for the 2020 performance period and want to submit data, you need to choose whether to **opt-in** or **voluntarily report**.

If You Elect to Opt-in:	If You Elect to Voluntarily Report:
✓ You will receive a payment adjustment (positive, negative, or neutral).*	× You will <b>not</b> receive a payment adjustment.
✓ You will receive performance feedback.	✓ You will receive performance feedback.
✓ Your data will be included in measure benchmark calculations.	× Your data will <b>not</b> be included in measure benchmark calculations.
✓ Your data will be made available for public reporting on Doctors & Clinicians on Medicare Care Compare (formerly Physician Compare).	✓ Your data will be made available for public reporting on Doctors & Clinicians on Medicare Care Compare (formerly Physician Compare).  <b>*Unless, during the preview period (in late 2021), you opt-out of having your data publicly reported in the Doctors and Clinicians section of Medicare Care Compare, formerly known as Physician Compare.</b>

\*If you opt-in as a group, all MIPS eligible clinicians in the practice will receive a payment adjustment based on the group's performance.

While unlikely, it is possible that both a practice and a clinician are opt-in eligible. If the practice elects to opt-in as a group and the clinician elects to opt-in as an individual, the clinician would get the higher of the two final scores and associated payment adjustment.

### Questions about Opting-in and Voluntarily Reporting to MIPS?

Check out the [2020 MIPS Eligibility and Participation User Guide](#).

# Overview

## What Do I Need to do to Prepare for This Election Process?

To complete the election to opt-in or report voluntarily, you need to:



### **Understand Your MIPS Eligibility** for the 2020 performance period.

- Check your final MIPS eligibility, available in December, using the [Quality Payment Program Participation Status Tool](#).



### **Confirm and Communicate Your Decision** to Opt-in or Voluntarily Report.

- **If you are a practice representative**, determine whether your opt-in eligible group or opt-in eligible clinicians want to opt-in or report voluntarily before completing an election.
- **If you are a registry (Qualified Registry or QCDR)**, confirm whether your opt-in eligible clients want to opt-in to MIPS or voluntarily report.



### **Have a QPP Account and Access** to complete the election.

- To access [qpp.cms.gov](http://qpp.cms.gov), you must have an appropriate account and access. Check out the [QPP Access User Guide](#) for more information.

**Reminder:** The submission period opens on January 4, 2021 at 10:00 a.m. Eastern Time (ET) and closes March 31, 2021 at 8:00 p.m. ET.

## Overview

### Submitting Opt-in and Voluntary Reporting Elections via Application Programming Interface (API)

Authorized Registry and Qualified Clinical Data Registry (QCDR) representatives can submit opt-in and voluntary reporting elections on behalf of their opt-in eligible clients via the [Quality Payment Program Eligibility Application Programming Interface \(API\)](#).

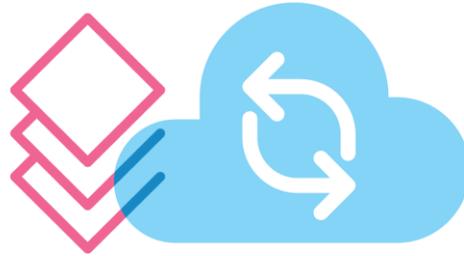
- Elections can be made once the submission period opens on January 4, 2021 through March 31, 2021.
- Elections must be made before you can use the [Submissions API](#) to submit data on behalf of opt-in eligible clients.
- [Eligibility API documentation](#) contains instructions on how to submit opt-in and voluntary reporting elections.

### Where Can I Find Out More?

To learn more about QPP APIs, like the QPP Eligibility API, visit the [QPP Developer Tools](#) on the Quality Payment Program website.

**Reminder:** Your organization's Security Official must download your API token before you can use a QPP API.

**For more information about obtaining the Security Official role,** please review the [QPP Access User Guide](#).



## Practice Representative Election Process

# Practice Representative Election Process

## Practice Representatives

Practice representatives are individuals authorized by the practice's Security Official to view or submit data for the practice on [qpp.cms.gov](https://qpp.cms.gov). This can include practice managers/staff or third-party intermediaries.

Practice representatives can make an election to opt-in or report voluntarily on behalf of:

- [Individual clinicians](#) (to report as individuals); and/or
- [The practice](#) (to report as a group).

**NOTE:** If you are working with a Qualified Registry or QCDR, they can submit elections on behalf of your practice and clinicians when they submit your data.

**Reminder:** The submission period opens on January 4, 2021 at 10:00 a.m. Eastern Time (ET) and closes March 31, 2021 at 8:00 p.m. ET.

# Practice Representative Election Process: Individual Reporting

## Individual Reporting

Practice representatives can make an election to opt-in or voluntarily report on behalf of individual clinicians.

- **This election should only be made for clinicians who want to submit data as individuals.**

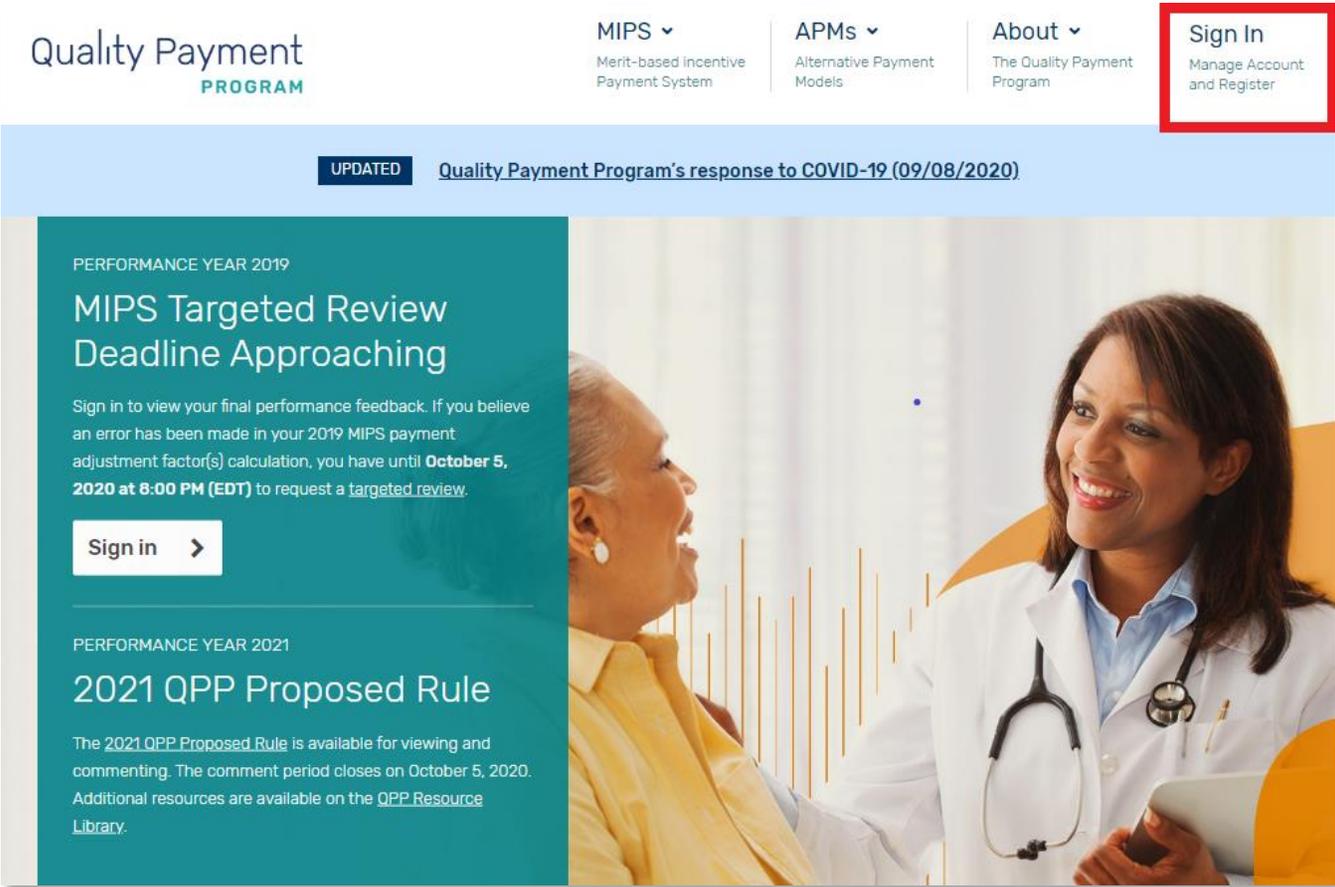
There is a slightly different workflow to make an election for [group reporting](#).

**Note:** If your practice is participating as a group, you don't need to make an election for individual clinicians unless they are also submitting individual data.

# Practice Representative Election Process: Individual Reporting

## Step 1: Sign in to [qpp.cms.gov](http://qpp.cms.gov)

Go to the [Quality Payment Program](http://Quality Payment Program) website and click **Sign In** on the upper right-hand corner.



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# Practice Representative Election Process: Individual Reporting

## Are You a New or Returning User of [qpp.cms.gov](http://qpp.cms.gov)?

**Returning:** If you have an account that lets you sign in to access [qpp.cms.gov](http://qpp.cms.gov), enter your **User ID** and **Password** in the requested fields to sign in.

**New:** If you haven't signed into [qpp.cms.gov](http://qpp.cms.gov) before, you will need to register for an [HCQIS Access Roles and Profile system](#) (HARP) account to obtain access to sign in. Click the **Register with HARP** on the Register tab.

Check out the [Quality Payment Program Access User Guide](#) for more information on QPP accounts and access.

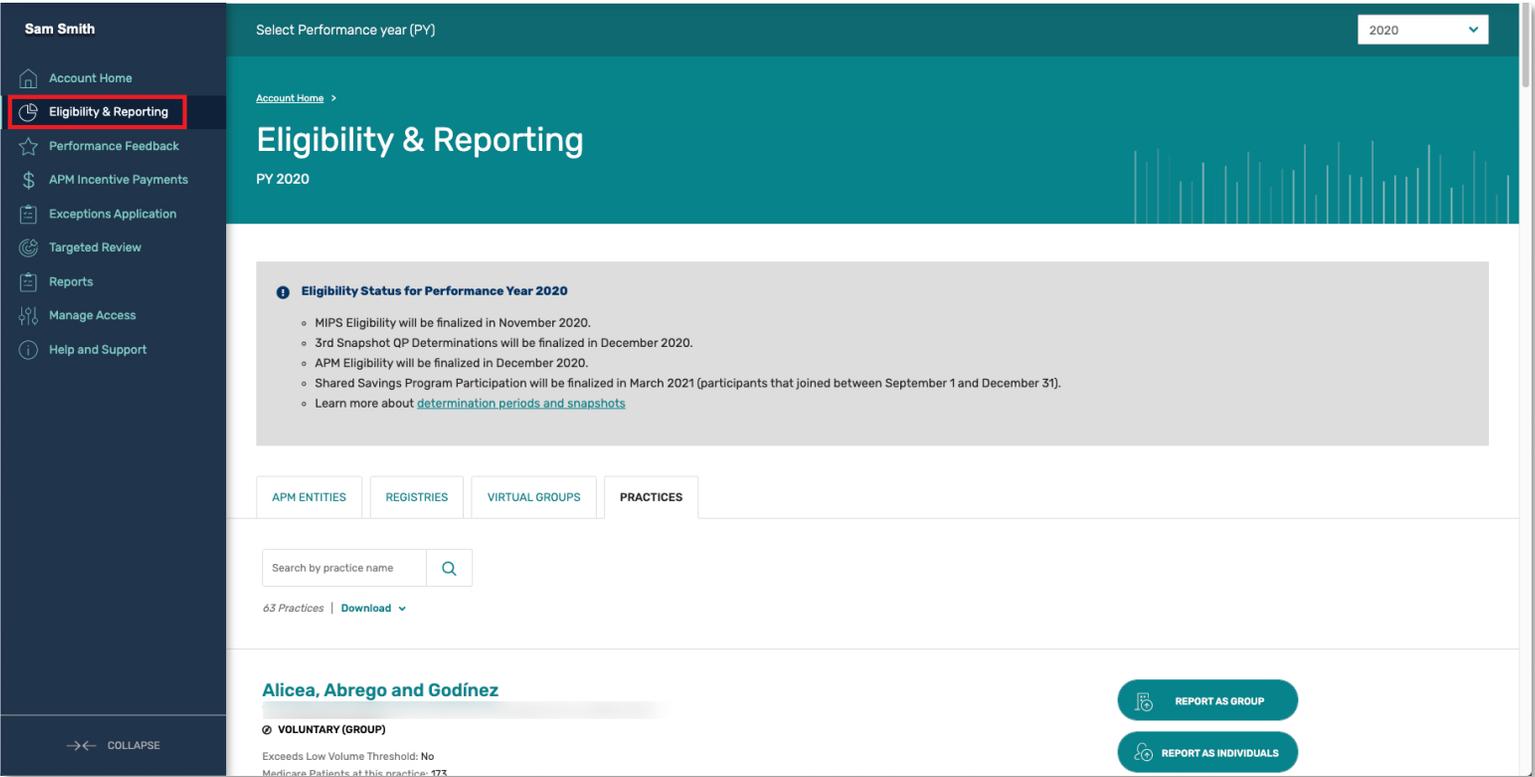
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# Practice Representative Election Process: Individual Reporting

## Step 2: Navigate to Eligibility & Reporting

Once you successfully sign in to [qpp.cms.gov](http://qpp.cms.gov), navigate to **Eligibility & Reporting** using the left-hand navigation.



**Remember:** The submission period is **January 4, 2021 to March 31, 2021.**

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# Practice Representative Election Process: Individual Reporting

## Step 3: View Connected Clinicians

Select **View Connected Clinicians** to the right of the practice's eligibility summary.

**Miami Medical**  
 TIN: #1234567890 | 213 Miami Ln., Miam, FL 01234

**MIPS EXEMPT** [Opt-in eligible](#)

Exceeds low volume threshold: **No**  
 Total Medicare Patients at This Practice: **150**  
 Total Allowed Charges at This Practice: **\$90,300**  
 Covered Services at This Practice: **234**  
 Special Statuses, Exceptions, and other factors: **Small practice, Rural,**  
**Facility-based (Greenville Medical Facility, CCN: 110016)**  
 APM Participation at the practice level: **1 APM entity**  
[+ View APM entity details](#)

[VIEW GROUP OPTIONS](#)

[View Connected Clinicians](#)

**Is Your Practice Participating as a Group?**

You don't need to make an election for individual clinicians unless they are also submitting individual data.

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# Practice Representative Election Process: Individual Reporting

## Step 4: View Individual Options in Practice Details

In the **Practice Details**, you will find a list of **Connected Clinicians**.

Select **View Individual Options** next to the clinician you are completing an election for.

The screenshot shows a web interface for 'Connected Clinicians (10)'. At the top, there is a search bar, a '- Show filters' link, and a 'Reporting Status: Show All' dropdown menu. Below this, it says '10 Clinicians | Download'. The main content area features a card for 'Debara Jones at Miami Medical' with NPI: 1234567890 | Nurse Practitioner. Below the name, it shows 'MIPS Eligibility: INDIVIDUAL Opt-in eligible' and 'GROUP Opt-in eligible'. A red box highlights a button labeled 'VIEW INDIVIDUAL OPTIONS'. Below the card is a 'REPORTING REQUIREMENTS' section with text explaining that the clinician is not required to report due to low volume but can opt-in. A link '+ View complete eligibility details' is at the bottom.

**Don't See View Individual Options?**

You will only see **View Individual Options** when the clinician is **opt-in eligible as an individual**.

Clinicians that are **not opt-in eligible** will see **Start Reporting**.

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# Practice Representative Election Process: Individual Reporting

## Step 5: Individual Reporting Options

**Clinician Reporting Options**

To participate in MIPS, you must decide whether you will **opt-in** or **report voluntarily** before any data can be submitted.

Lance Hooper  
 NPI: 0004357212 | TIN: 000845066  
 MIPS EXEMPT

**Elect to Opt-In**

By electing to Opt-In, you become MIPS eligible. You will receive a MIPS final score and a payment adjustment in 2022.

OPT-IN

**Choose to Report Voluntarily**

By voluntarily reporting MIPS data, you will receive performance feedback for informational purposes only. You will not receive a payment adjustment in 2022.

REPORT VOLUNTARILY

[Cancel And Go Back](#)

From **Individual Reporting Options**, you can make an election on behalf of the individual clinician.

- Select **Opt-In** if you're electing for the clinician to receive a MIPS Final Score and payment adjustment; OR
- Select **Report Voluntarily** if you're electing for the clinician to receive performance feedback, but no payment adjustment.

**Change Your Mind?** If you change your mind on opting-in or reporting voluntarily, click "**Cancel And Go Back**" if you don't want to proceed. Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

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# Practice Representative Election Process: Individual Reporting

## Step 6: Confirm Selection

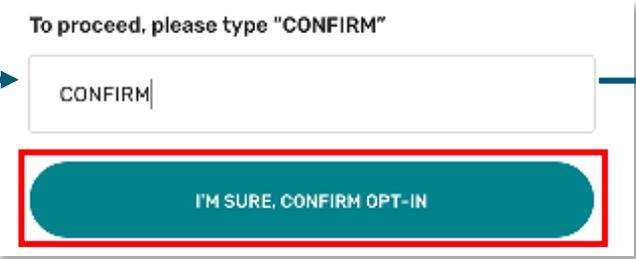
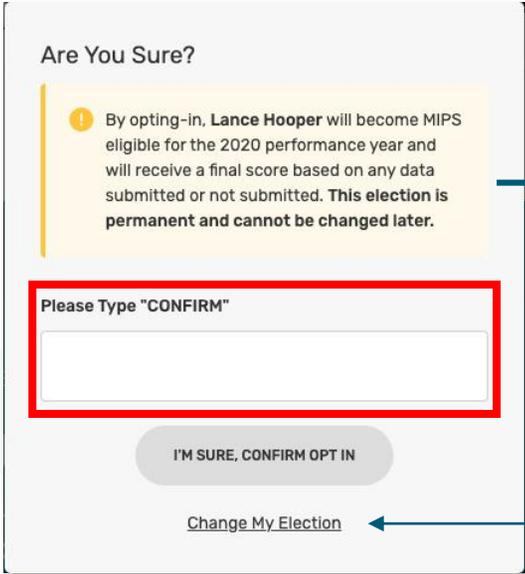
After you select to Opt-In or Report Voluntarily, you will be asked to **confirm your selection**. (This process is the same whether you made an election to opt-in or report voluntarily.)

When prompted to confirm your selection, read the description of your selection. Then, **type CONFIRM**.

**Helpful Hint:** This text field is not case sensitive.

After typing confirm, click **I'm Sure, Confirm**.

Next, you will get a message confirming your election and the option to **Start Reporting**.



**Change Your Mind?** If you change your mind on opting-in or reporting voluntarily, click **"Change My Election."** Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

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# Practice Representative Election Process: Individual Reporting

## Step 7: Start Reporting

After you have completed your practice’s election, you will be brought to the **Reporting Overview**, where you will begin the submission and reporting process for the clinician.

The screenshot shows the 'Reporting Overview' page in the Quality Payment Program. The top navigation bar includes 'MIPS', 'APMs', 'About', and 'Lisa' (My Account). The left sidebar shows 'IA Study One' and 'IA STUDY ONE CLINICIAN'. The main content area has a 'Select Performance Year (PY)' dropdown set to '2020' and a 'Print' button. Below this is the 'Reporting Overview' title and clinician information: 'IA Study One Clinician, Doctor of Medicine at IA Study One', 'NPI: 0264853140 | TIN: 000110683', and '3473 Yolanda Mountain Suite 882, Suite 6516, Patrickbury, FL 924387294567102'. The 'Start reporting' section contains an 'UPLOAD A FILE' button (highlighted in red), instructions on how to upload QPP JSON and QRDA III files, and a reminder that information will be calculated immediately. A footer note states 'All changes are saved automatically.'

**Remember:** The submission period is **January 4, 2021 to March 31, 2021.**

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# Practice Representative Election Process: Group Reporting

## Group Reporting

Practice representatives can make an election to opt-in or voluntarily report on behalf of the entire practice.

- **This election should only be made when the practice wants to submit data as a group.**

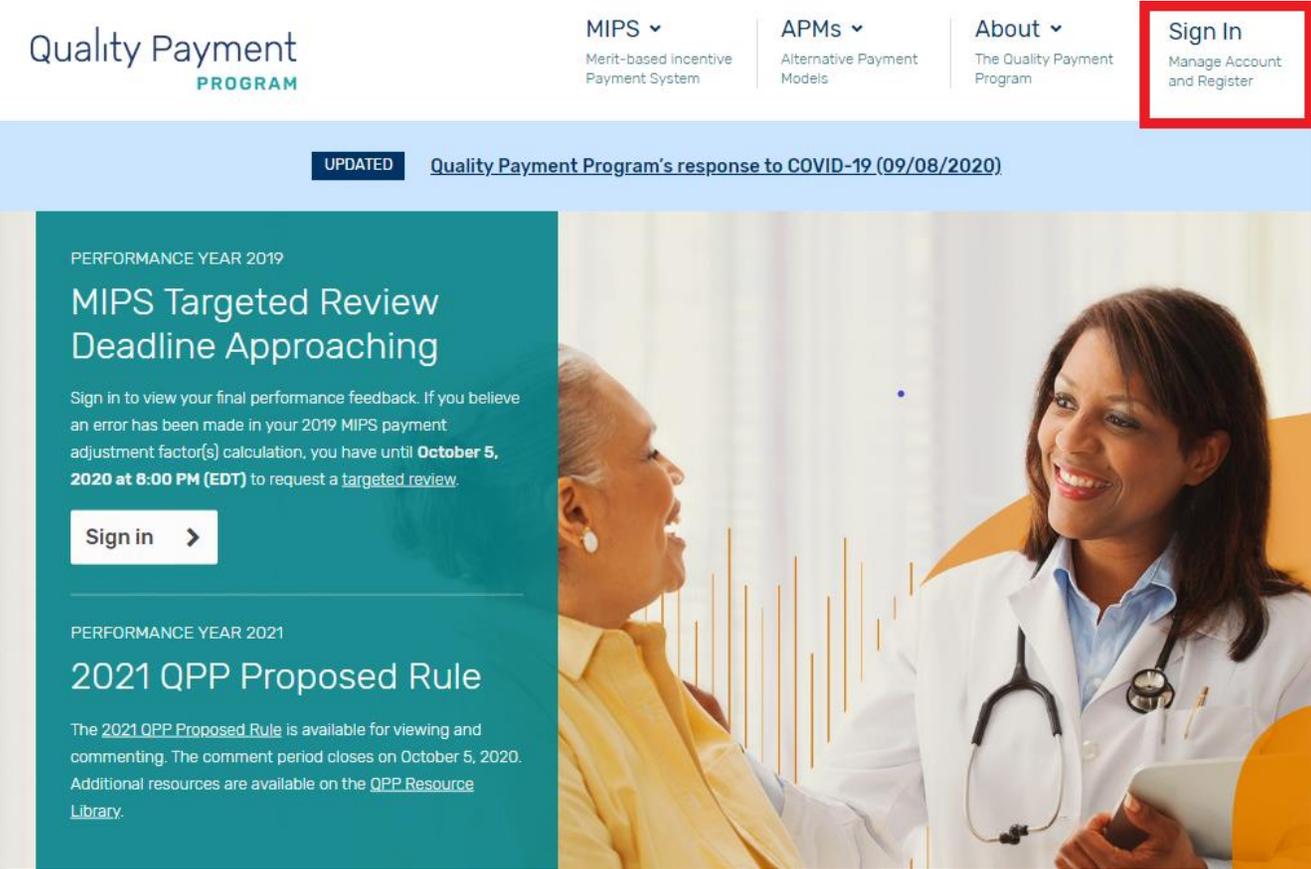
There is a slightly different workflow to make an election for [individual reporting](#).

**Note:** If your practice is participating as a group, you don't need to make an election for individual clinicians unless they are also submitting individual data.

# Practice Representative Election Process: Group Reporting

## Step 1: Sign in to [qpp.cms.gov](http://qpp.cms.gov)

Go to the [Quality Payment Program](http://Quality Payment Program) website and click **Sign In** on the upper right-hand corner.



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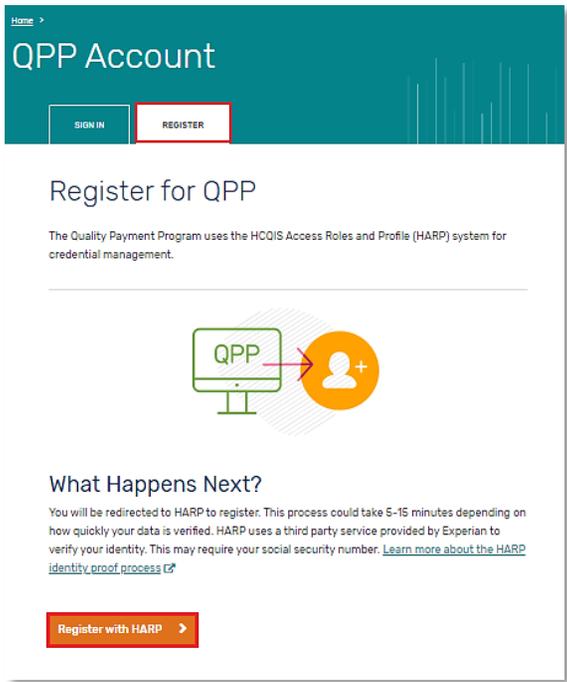
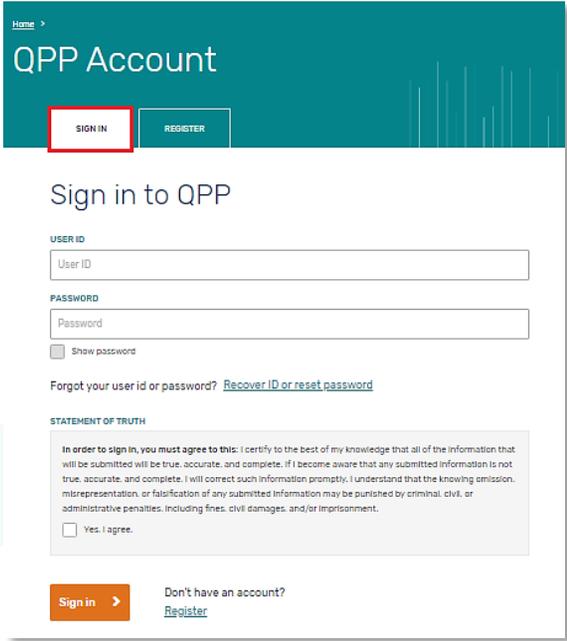


# Practice Representative Election Process: Group Reporting

## Are You a New or Returning User of [qpp.cms.gov](http://qpp.cms.gov)?

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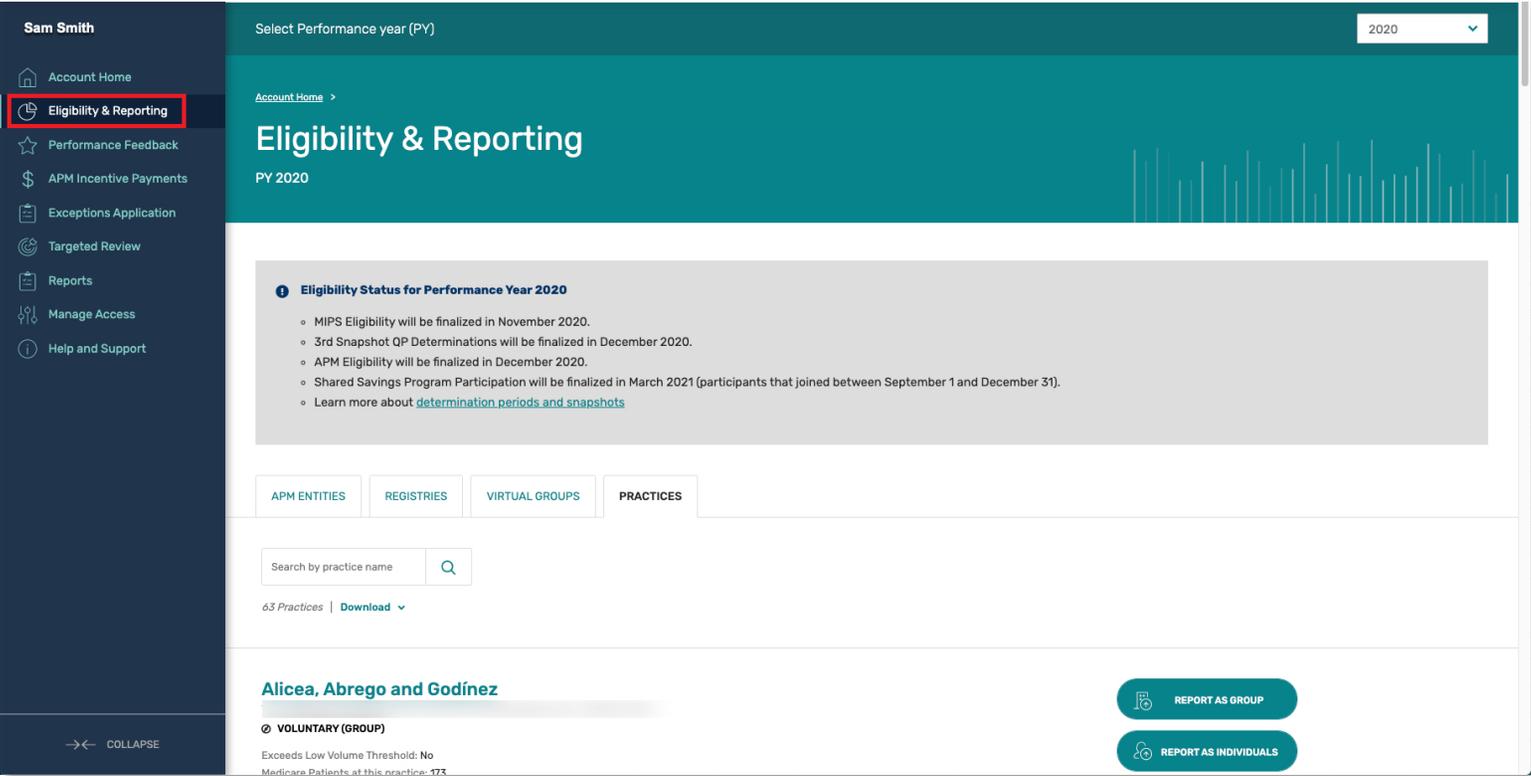
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# Practice Representative Election Process: Group Reporting

## Step 2: Navigate to Eligibility & Reporting

Once you successfully sign in to [qpp.cms.gov](http://qpp.cms.gov), navigate to **Eligibility & Reporting** using the left-hand navigation.



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# Practice Representative Election Process: Group Reporting

## Step 3: View Group Options

Select **View Group Options** to the right of the practice's eligibility summary.

### Greenville Podiatry

TIN: #1234567890 | 5200 Manchester Ln., Greenville, OH 01234

**MIPS EXEMPT** [Opt-in eligible](#)

- Exceeds low volume threshold: **No**
- Total Medicare Patients at This Practice: **150**
- Total Allowed Charges at This Practice: **\$90,300**
- Covered Services at This Practice: **234**
- Special Statuses, Exceptions, and other factors: **Small practice, Rural, Facility-based (Greenville Medical Facility, CCN: 110016)**
- APM Participation at the practice level: **1 APM entity**
- [+ View APM entity details](#)



[View Connected Clinicians](#)

**Don't See View Group Options?**  
You will only see **View Group Options** when the practice is **opt-in eligible as a group**. Practices that are **not opt-in eligible** will see **Start Reporting**.

**Reminder:** If your practice is participating as a group, you don't need to make an election for individual clinicians unless they are also submitting individual data.

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# Practice Representative Election Process: Group Reporting

## Step 4: Group Reporting Options

**Group Reporting Options**

To participate in MIPS, you must decide whether you will **opt-in** or **report voluntarily** before any data can be submitted.

Elig Org 6  
 TIN: 000202938  
 @ MIPS EXEMPT

**Elect to Opt-In**

By electing to Opt-In, you become MIPS eligible. You will receive a MIPS final score and a payment adjustment in 2022.

OPT-IN

**Choose to Report Voluntarily**

By voluntarily reporting MIPS data, you will receive performance feedback for informational purposes only. You will not receive a payment adjustment in 2022.

REPORT VOLUNTARILY

[Cancel And Go Back](#)

From **Group Reporting Options**, you can make an election on behalf of the practice.

- Select **Opt-In** if you're electing for the practice to receive a MIPS Final Score based on a group submission and for all MIPS eligible clinicians to receive a payment adjustment; OR
- Select **Report Voluntarily** if you're electing for the practice to receive a MIPS Final Score based on a group submission, but no payment adjustment for the MIPS eligible clinicians.

**Change Your Mind?** If you change your mind on opting-in or reporting voluntarily, click "**Cancel And Go Back**" if you don't want to proceed. If you change your mind on opting-in or reporting voluntarily, click "Cancel And Go Back" if you don't want to proceed. Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

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# Practice Representative Election Process: Group Reporting

## Step 5: Confirm Selection

After you select to Opt-In or Report Voluntarily, you will be asked to **confirm your selection**. *(This process is the same whether you made an election to opt-in or report voluntarily.)*

When prompted to confirm your selection, read the description of your selection. Then, **type CONFIRM**.

**Helpful Hint:** This text field is not case sensitive.

After typing confirm, click **I'm Sure, Confirm Opt-In**.

Next, you will get a message confirming your election and the option to **Start Reporting**.

**Change Your Mind?** If you change your mind on opting-in or reporting voluntarily, click **"Change My Election"** if you don't want to proceed. Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

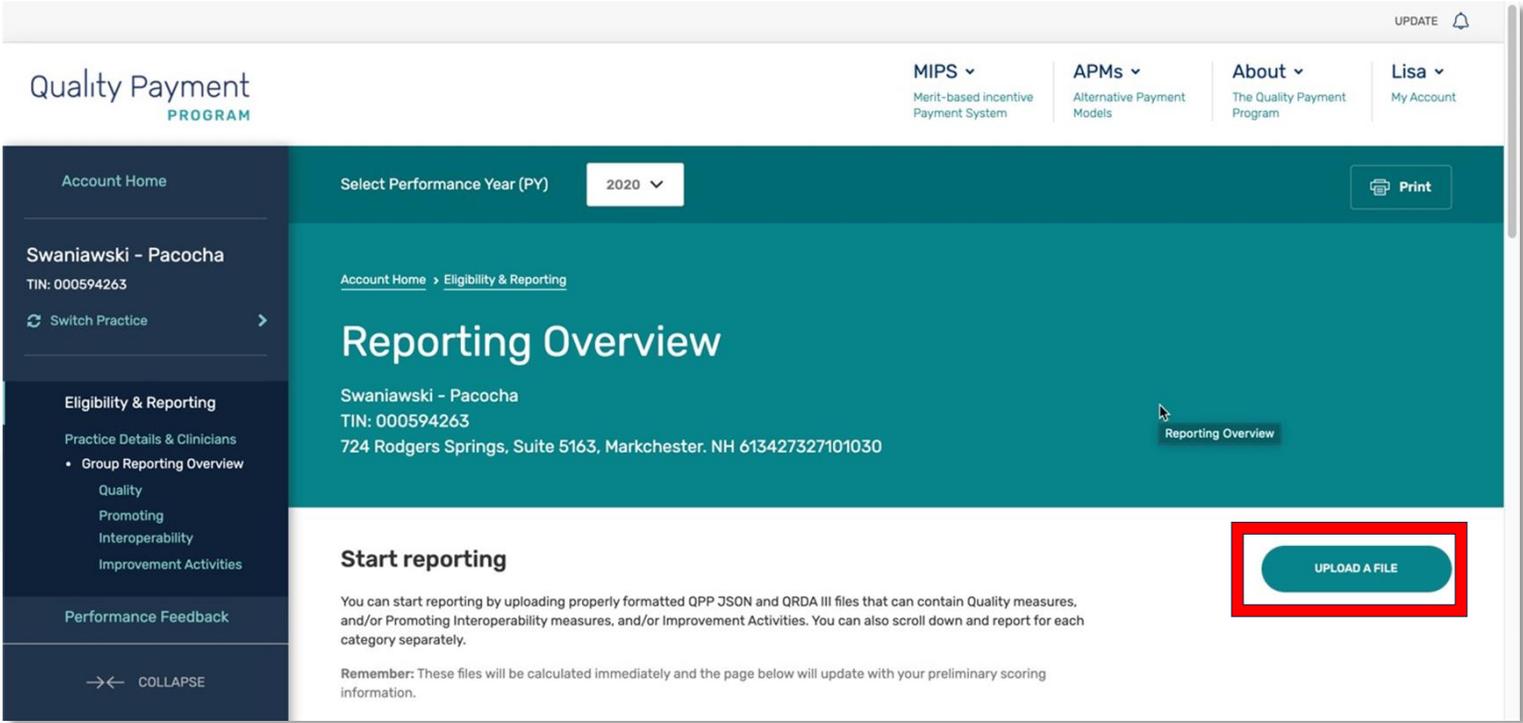
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# Practice Representative Election Process: Group Reporting

## Step 6: Start Reporting

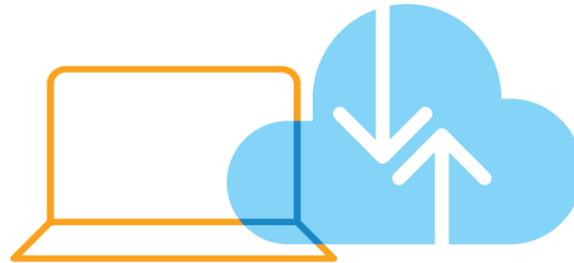
After you have completed your practice’s election, you will be brought to your practice’s **Reporting Overview**, where you will begin the submission and reporting process.



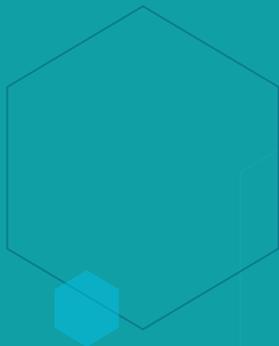
**Remember:** The submission period is **January 4, 2021 to March 31, 2021.**

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## Qualified Registry and Qualified Clinical Data Registry Election Process



# Registry Election Process

## Registries

Qualified Registries and Qualified Clinical Data Registries with their own [Quality Payment Program accounts and access](#), can submit elections on behalf of opt-in eligible clinicians and practices participating as a group.

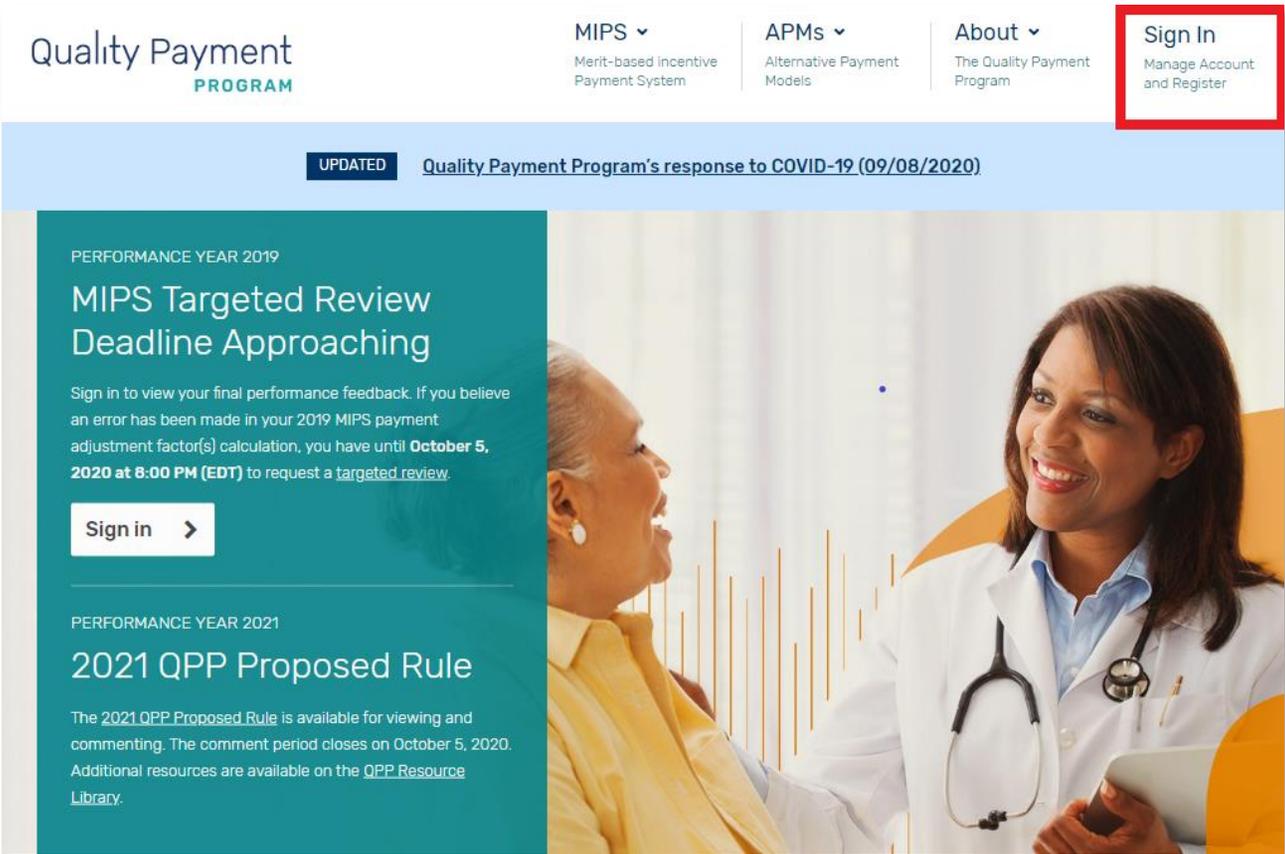
They can submit an election to opt-in or voluntarily report by signing in to [qpp.cms.gov](http://qpp.cms.gov) or by using the [Quality Payment Program Eligibility Application Programming Interface](#) (API) once the submission period opens.

**Note:** This guide does not address elections via API. [Eligibility API documentation](#) contains instructions on how to submit an election.

# Registry Election Process

## Step 1: Sign in to [qpp.cms.gov](http://qpp.cms.gov)

Go to the [Quality Payment Program](http://Quality Payment Program) website and click **Sign In** on the upper right-hand corner.



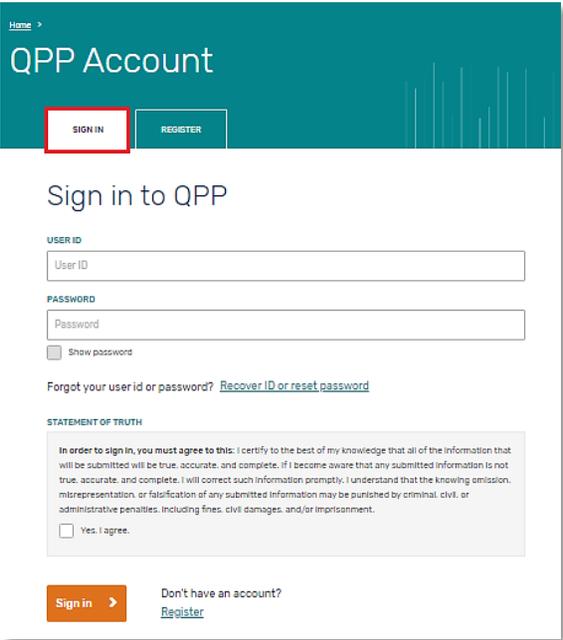
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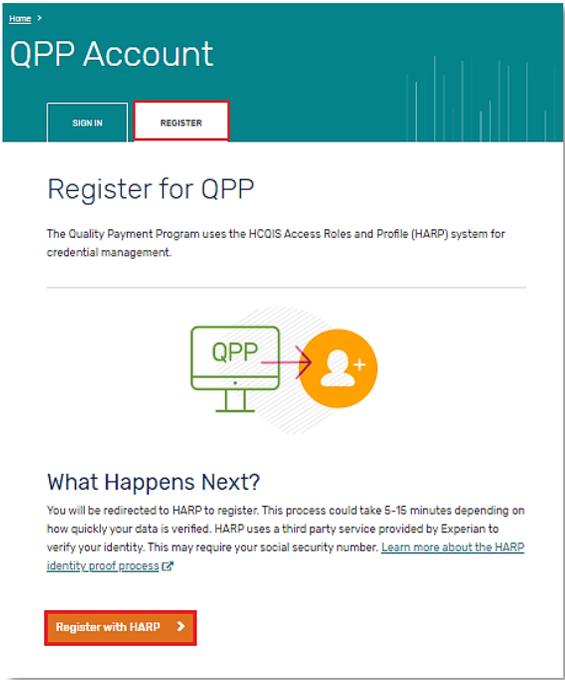
# Registry Election Process

## Are You a New or Returning User of [qpp.cms.gov](http://qpp.cms.gov)?

**Returning:** If you have an account that lets you sign in to access [qpp.cms.gov](http://qpp.cms.gov), enter your **User ID** and **Password** in the requested fields to sign in.



**New:** If you haven't signed into [qpp.cms.gov](http://qpp.cms.gov) before, you will need to register for an [HCQIS Access Roles and Profile system](#) (HARP) account to obtain access to sign in. Click the **Register with HARP** on the Register tab.



**Using a QPP API?**  
Check out the [QPP Eligibility API](#) information.

Check out the [Quality Payment Program Access User Guide](#) for more information on QPP accounts and access.

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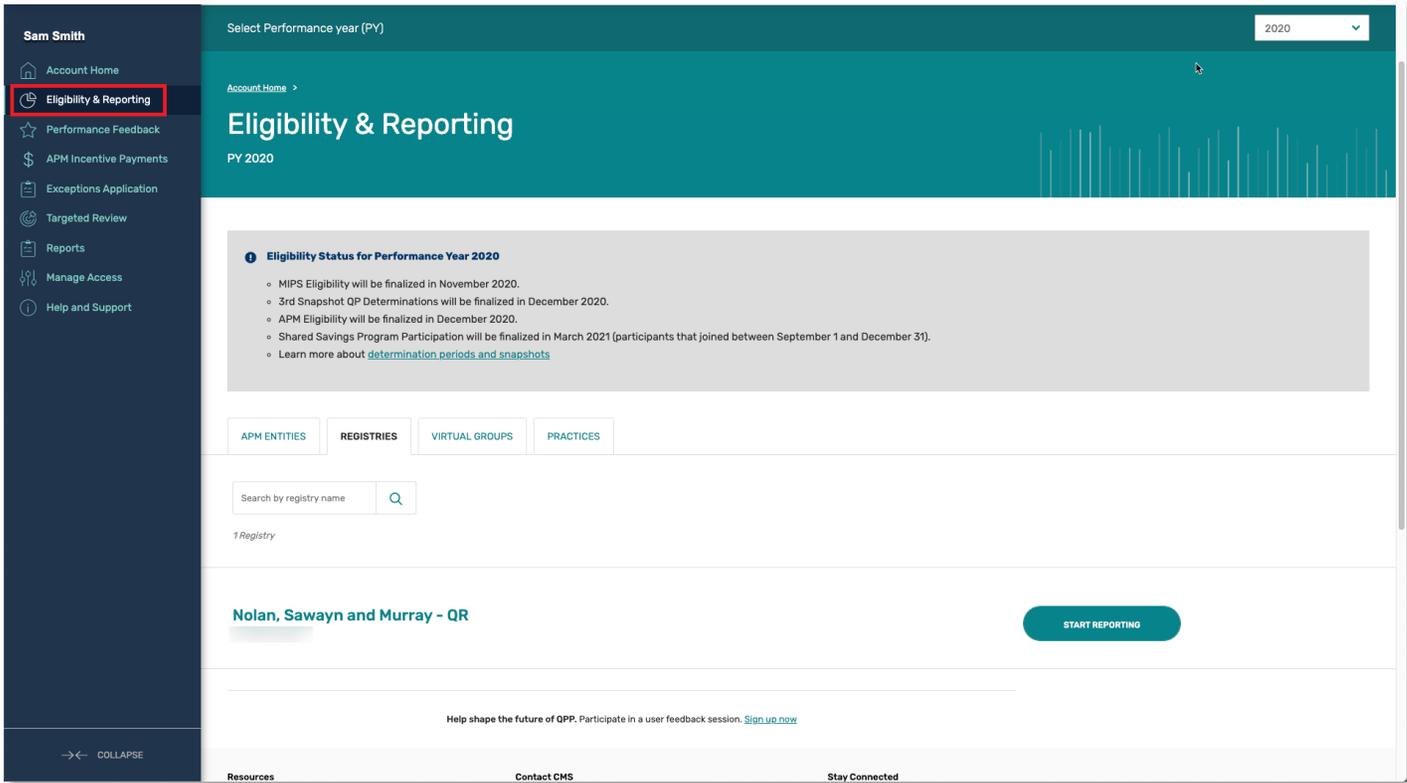


# Registry Election Process

## Step 2: Navigate to Eligibility & Reporting

Once you successfully sign in to [qpp.cms.gov](http://qpp.cms.gov), navigate to **Eligibility & Reporting** using the left-hand navigation. You will see a list of your registries (Qualified Registries or QCDRs) in Eligibility & Reporting.

Select **Start Reporting** next to the registry you want to complete the election process for.



**Remember:** The submission period is from **January 4, 2021 to March 31, 2021.**

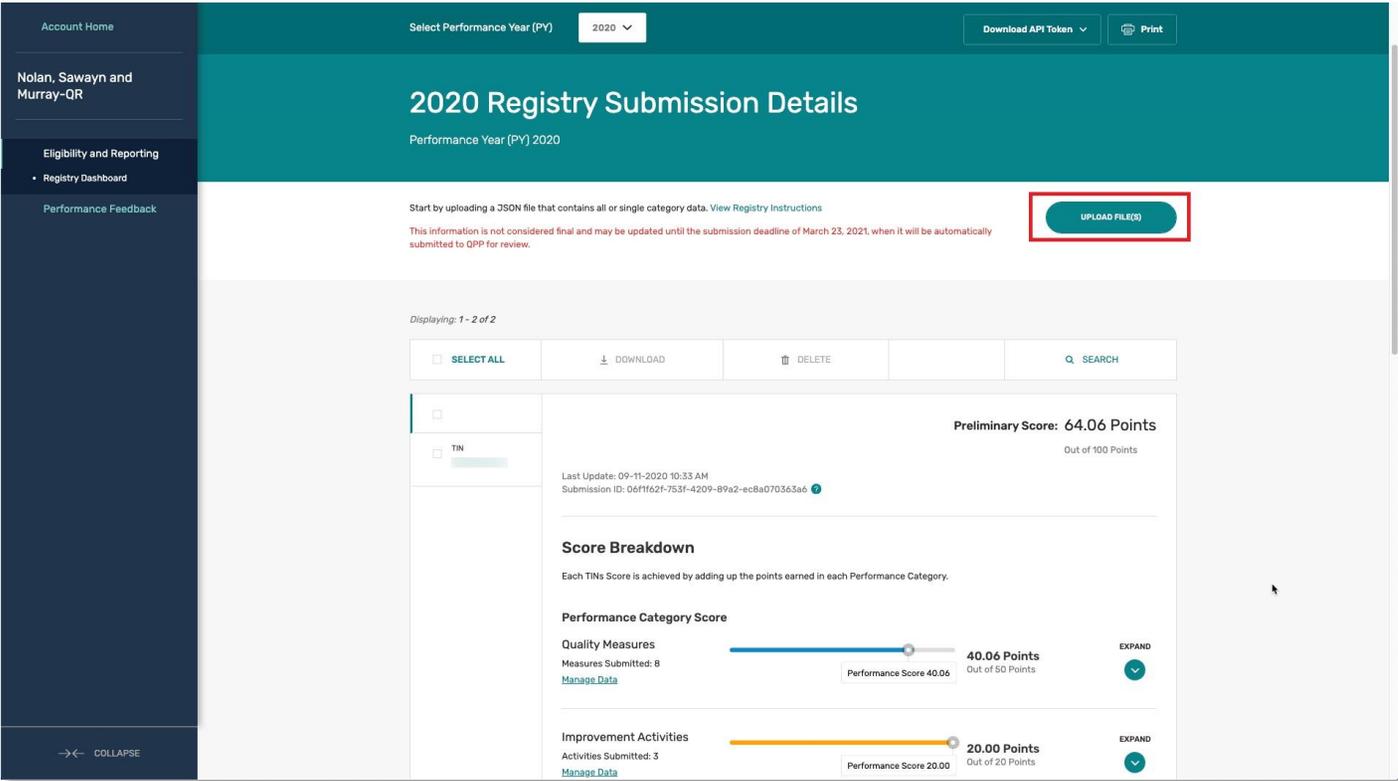
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# Registry Election Process

## Step 3: Upload File(s)

**Select Upload File(s)** and upload a JavaScript Object Notation (QPP JSON) or Quality Reporting Document Architecture Extensible Markup Language (QRDA XML) file(s) that contain all or single category data for your clients.



**Remember:** QPP XML is **NOT** an accepted file format in 2020, XML refers to QRDA XML.

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# Registry Election Process

## Step 4: Upload Data

**Upload Data**

American Academy of Neurology

DRAG & DROP

**Upload data**

Your JSON or XML file here, or [browse](#).

**How can I overwrite data to save a blank field?**

If you'd like to update the data with an intentionally empty field, make sure to select the "N/A" value in the Excel file for that field.

**UPLOAD**

**CANCEL**

After selecting Upload File(s), an **Upload Data** modal will populate. Upload your JSON or QRDA XML file(s) **via drag and drop or browse and attach file(s)**.

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# Registry Election Process

## Step 5: Opt-In Eligible Participant Election Selection

**Opt-In Eligible Participants**

The following clinicians or groups have been identified as "opt-in eligible" for MIPS. To complete this file upload, you must indicate their preference to Report Voluntarily or Opt-In to MIPS.

Participant	No Decision	Report Voluntarily	Opt-In
TIN: 1234567890	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN: 0001112221	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TIN: 475938402	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN: 8588867232 NPI: 0006956737	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TIN: 2344343055	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN: 0003344455	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TIN: 8439376732 NPI: 1122345634	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TIN: 5940794444 NPI: 0501124844	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN: 4445886666 NPI: 2245666755	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN: 9948234922	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

**Participant Elections**

**No Decision** 3  
The clinician or group will not be uploaded and will remain MIPS Exempt.

**Report Voluntarily** 20  
The clinician or group will receive performance feedback but will not receive a payment adjustment in 2021.

**Opt-In** 27  
The clinician or group will receive performance feedback and a MIPS payment adjustment in 2021.

**SUBMIT ELECTIONS**

Cancel File Upload

You will see a list of all the opt-in eligible groups and clinicians included in the submission.

- **Individual clinicians** are identified by Taxpayer Identification Number and National Provider Identifier combination (TIN/NPI).
- **Groups** are identified by TIN.

You'll need to make an election for each TIN and TIN/NPI:

- **No Decision:** you don't want to continue with data upload for this participant (they will remain exempt unless an election is made later).
- **Report Voluntarily:** the clinician or group will not receive a payment adjustment based on data submitted.
- **Opt-In:** the clinician or group will receive a payment adjustment based on data submitted.

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# Registry Election Process

## Step 6: Submit Election Selection

**Opt-In Eligible Participants**

The following clinicians or groups have been identified as "opt-in eligible" for MIPS. To complete this file upload, you must indicate their preference to Report Voluntarily or Opt-In to MIPS.

Participant	No Decision	Report Voluntarily	Opt-In
TN 1234567890	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TN 0001112221	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TN 476936402	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TN 8588867232 NK 0006956737	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TN 2344343036	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TN 0003344455	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TN 8439376732 NK 1122234634	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TN 5940794444 NK 0501124644	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TN 4446880666 NK 2246666766	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TN 9948234922	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

**Participant Elections**

**No Decision** 3  
The clinician or group will not be uploaded and will remain MIPS Exempt.

**Report Voluntarily** 20  
The clinician or group will receive performance feedback but will not receive a payment adjustment in 2021.

**Opt-In** 27  
The clinician or group will receive performance feedback and a MIPS payment adjustment in 2021.

**SUBMIT ELECTIONS**

Cancel File Upload

When you are done making your elections, click **Submit Elections**.

**Change Your Mind?** You can click **Cancel File Upload**, which will cancel the entire upload (including data for those who are already MIPS eligible). Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

**Need More Information on the Opt-in and Voluntary Reporting Policy?** More information on the opt-in and voluntary reporting policies is available in the [2020 MIPS Eligibility and Participation User Guide](#).

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# Registry Election Process

## Step 7: Confirm Selection

After you select to Opt-In or report voluntarily, you will be asked to **confirm your selection**.

**Are you sure?**

By confirming these selections, you are indicating their preference to Report Voluntarily or Opt-In to MIPS. These selections are permanent and cannot be changed later.

**No Decision** 3  
The clinician or group will not be uploaded and will remain MIPS Exempt.

**Report Voluntarily** 20  
The clinician or group will receive performance feedback but will not receive a payment adjustment in 2022.

**Opt-Ins** 27  
The clinician or group will receive performance feedback and a MIPS payment adjustment in 2022.

Please type "CONFIRM"

CONFIRM|

**I'M SURE, CONFIRM SELECTIONS**

[Change my selections](#)

When prompted to confirm your selection, read the description of your selection. Then, **type CONFIRM**.

**Helpful Hint:** This text field is not case sensitive.

After typing confirm, click **I'm Sure, Confirm Selections**.

Next, you will get a message confirming your participation selections.



**Need to Change Your Selections?** Click **Change my Selections**. Once an election to opt-in or voluntarily report is confirmed, that election cannot be undone or changed.

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# Registry Election Process

## Step 8: Registry Submission Details

After your participant selection is confirmed, you'll see the **Registry Submission Details** populated with the data you just uploaded. From this page, you can review preliminary scores or upload more data for your clients.

**Need to Upload More Data?**  
Select **Upload File(s)**.

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## Help, Resources, and Version History

# Help, Resources, and Version History

## Where Can You Go for Help?

Contact the Quality Payment Program at 1-866-288-8292, Monday through Friday, 8 a.m. - 8 p.m. Eastern Time or by e-mail at:

[QPP@cms.hhs.gov](mailto:QPP@cms.hhs.gov).

- Customers who are hearing impaired can dial 711 to be connected to a TRS Communications Assistant.

Connect with your [local technical assistance organization](#). We provide no-cost technical assistance to small, underserved, and rural practices to help you successfully participate in the Quality Payment Program.

Visit the [Quality Payment Program website](#) for other [help and support](#) information, to learn more about [MIPS](#), and to check out resources available in the [QPP Resource Library](#).

# Help, Resources, and Version History

## Resources

The [Quality Payment Program website](#) provides additional information and resources to help you actively participate in QPP. In the [Resource Library](#), you will find the [2020 MIPS Opt-In and Voluntary Reporting Election Toolkit](#), as well as many other fact sheets, guides, and FAQs we have created about the program. We also encourage you to check out our upcoming and past webinars in the [Webinar Library](#).

**Click on the topic you're interested in exploring from the resources below to be brought to the listed resource.**

**Not Finding What You're Looking For?**  
 Subscribe to updates at the bottom of the [QPP website](#) for notifications when new information is released or contact us using the contact information at the bottom of the page for help with your questions.

# Help, Resources, and Version History

## Version History

If we need to update this document, changes will be identified here.

Date	Change Description
12/23/2020	Original posting