

Quarter 4 (Q4) 2024 and Annual Hospital Inpatient Quality Reporting (IQR) Program Checklist		
Due	Task	✓
	<p>Accessing the <i>Hospital Quality Reporting (HQR) Secure Portal</i></p> <ol style="list-style-type: none"> 1. Log in to the HQR Secure Portal using your HARP User ID and Password. 2. Go to the Dashboard located on the left-hand side of the screen. 	<input checked="" type="checkbox"/>
2/28/25	<p>Submitting Calendar Year (CY) 2024 Electronic Clinical Quality Measure (eCQM) Data via Quality Reporting Document Architecture (QRDA) Category I files</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the eCQM tab. 3. Click File Upload and Production to submit files. (Files uploaded to Test are not stored and do not count toward submission requirements.) <p>Submitting Via Denominator Declarations by Entering Zero Denominator and/or Case Threshold Exemptions</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the eCQM tab. 3. Click Data Form and Launch Data Form to refresh page. 4. Select Discharge Quarter* to enter information for each applicable measure. (Make sure the quarter is in 2024.) 5. Click Submit. Repeat steps for each applicable quarter. <p>Checking Submission of Calendar Year (CY) 2024 Electronic Clinical Quality Measures (eCQMs)</p> <ol style="list-style-type: none"> 1. Click Data Results from the navigation on the left-hand side of the screen. 2. Select eCQM from the submenu. 3. Click on the Accuracy tab. 4. Select IQR/PI from the Program dropdown. 5. Select Production from the Submission dropdown and select the quarter. 6. Click Select. 7. Click Export Results. <p>Checking Program Credit for Calendar Year (CY) 2024 Electronic Clinical Quality Measures (eCQMs)</p> <ol style="list-style-type: none"> 1. Click Program Reporting from the navigation on the left-hand side of the screen. 2. Select Program Credit from the submenu. 3. Select the IQR tab. 4. Select the quarter. 5. Click Select. 6. Click Export Report. 	<input type="checkbox"/>
4/2/25	<p>Checking Submission of Q4 2024 Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) Data</p> <p><i>HCAHPS Survey Data</i> should display as “Submitted” for <i>October, November, and December</i> on the Submissions Requirements report. See below, under Checking Submission of Q4 2024 Inpatient Clinical Measure Data, for guidance on how to run reports.</p>	<input type="checkbox"/>
5/1/25	<p>Submitting Q4 2024 Inpatient Population and Sampling Counts Through the <i>Hospital Quality Reporting Secure Portal</i> (applies to chart-abstracted measures only)</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Population and Sampling tab. 3. Click Data Form. Verify that that the Data Form shows IQR. 4. Verify that the Reporting Period is Q4 2024 and Click on Enter. <p>Submitting Q4 2024 Inpatient Population and Sampling XML Files Via Simple File Submissions Through the <i>Hospital Quality Reporting Secure Portal</i> (applies to chart-abstracted measures only)</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Population and Sampling tab. 3. Click File Upload. 4. Select Production. Data submitted under Test will not be stored in the HQR system and will not count as meeting program requirements. 5. Verify that the Reporting Period is Q4 2024 and Click on Enter. 	<input type="checkbox"/>

Quarter 4 (Q4) 2024 and Annual Hospital Inpatient Quality Reporting (IQR) Program Checklist

Due	Task	✓
5/15/25	<p>Checking Submission of Q4 2024 Inpatient Clinical Measure Data</p> <ol style="list-style-type: none"> 1. Select Program Reporting from the navigation on the left-hand side of the screen. 2. Select Submission Requirements from the dropdown. This is where you check to see if your organization is meeting reporting requirements. Access is dependent upon permissions. From this page you can also view the Submission Requirements Dashboard. <p>To verify Submission Requirements (formerly known as the Provider Participation Report)</p> <ol style="list-style-type: none"> 1. Select IQR from the Program dropdown. 2. Select Q4 2024 from the Quarter dropdown. 3. Click Export CSV. 4. View the Submission Requirements for the following: <ul style="list-style-type: none"> <input type="checkbox"/> Column M “measure_set” (<i>Measure Set</i>): IQR-SEP <input type="checkbox"/> Column Q “population” (<i>Total Patient Population</i>) and column P “sample” (<i>Total Sample Size</i>) case counts will display using Population and Sampling data. “Not Submitted” means Population and Sampling counts have not been submitted. If submitting, this must be done before the Population and Sampling deadline. Please see the Population and Sampling directions above. <input type="checkbox"/> Column N “total-cases” (<i>Total Cases Accepted</i>) column should be \geq your <i>Total Patient Population</i> and/or column O “total_claims” (<i>Total Medicare Claims</i>) unless you are electing to sample. If your hospital is sampling, ensure the <i>Total Cases Accepted</i> are \geq the minimum sample requirement. <input type="checkbox"/> <i>HCAHPS Survey Data</i> is located under columns X through Z. <p>Submission Requirements Dashboard</p> <p>The submission requirements dashboard allows you to review program requirements and status, and export reports.</p> <ol style="list-style-type: none"> 1. Select IQR from the Program dropdown. 2. Verify that the Fiscal Year is 2026 3. Select the requirement you wish to review. 4. Select Export to export PDF reports. 	<input type="checkbox"/>
5/15/25	<p>Submitting Q4 2024 HCP COVID-19 Vaccination Measure</p> <p>NOTE: Data is entered in the National Healthcare Safety Network (NHSN).*</p> <ol style="list-style-type: none"> 1. Log in to NHSN. 2. Select NHSN Reporting. 3. Select the Healthcare Personnel Safety (HPS) component. 4. Select Vaccination Summary on the left-hand navigation bar. 5. Select COVID-19 Weekly Vaccination Summary. 6. Click on the week you wish to enter data. 7. Enter the required vaccination summary data. 8. Use the Analysis tool, within NHSN, to generate summary reports. <p>Checking Submission of Q4 2024 HCP COVID-19 Vaccination Measure</p> <ol style="list-style-type: none"> 1. <i>HCP COVID-19 Vaccination</i> data should display as “Submitted” on the PPR. See steps 1 through 5 above for guidance on how to access and run the PPR. 2. To verify your <i>HCP COVID-19 Vaccination</i> rate, run the Facility, State, and National (FSN) Report. <p>* Refer to the Hospital IQR Program NHSN Checklist for additional information on the NHSN enrollment and data submission processes.</p>	<input type="checkbox"/>
5/15/25	<p>Checking Submission of CY 2024 (January 1- December 31, 2024) Maternal Morbidity Structural Measure (Must be completed even if the hospital does not provide OB services)</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2025</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Structural Measure tab. 3. Click Data Form. 4. Click IQR. 5. Verify that the Fiscal Year (top right of the page) is 2026 and Click on Start. <p>The structural measure data should display as “Submitted” on the Submission Requirements report.</p>	<input type="checkbox"/>
5/15/25	<p>Checking Submission of CY 2023 (January 1- December 31, 2024) Hospital Commitment to Health Disparity Structural Measure</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2025</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Structural Measure tab. 	<input type="checkbox"/>

Quarter 4 (Q4) 2024 and Annual Hospital Inpatient Quality Reporting (IQR) Program Checklist		
Due	Task	✓
	<ol style="list-style-type: none"> 3. Click Data Form. 4. Click IQR. 5. Verify that the Fiscal Year (top right of the page) is 2026 and Click on Start. <p>The structural measure data should display as “Submitted” on the Submission Requirements report.</p>	<input checked="" type="checkbox"/>
5/15/25	<p>Checking Submission of CY 2024 (January 1- December 31, 2024) Social Drivers of Health Structural Measures</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2025</p> <ol style="list-style-type: none"> 1. Click Data Submissions from the navigation on the left-hand side of the screen. 2. Select the Structural Measure tab. 3. Click Data Form. 4. Click IQR. 5. Verify that the Fiscal Year (top right of the page) is 2026 and Click on Start. <p>The structural measure data should display as “Submitted” on the Submission Requirements report.</p>	<input type="checkbox"/>
5/15/25	<p>Submitting Q4 2024/Q1 2025 (FY 2027) HCP Influenza Vaccination Measure</p> <p>NOTE: Data is entered in the National Healthcare Safety Network (NHSN).</p> <p>Refer to the Hospital IQR Program NHSN Checklist for guidance on how to enroll and submit the HCP Influenza Measure data to NHSN.</p> <p>Checking Submission of Q4 2024/Q1 2025 HCP Influenza Vaccination Measure</p> <ol style="list-style-type: none"> 1. <i>HCP Influenza Vaccination</i> data should display as “Submitted” on the Submission Requirements report. The data will only display on the Q1 2025 Submissions Requirement report. <p>To verify your <i>HCP Influenza Vaccination</i> rate, run the Facility, State, and National (FSN) Report.</p>	<input type="checkbox"/>
5/15/25	<p>Checking Submission of CY 2024 DACA</p> <p>NOTE: Secure Portal Opens for data entry on April 1, 2025</p> <ol style="list-style-type: none"> 1. Log in to the <i>Hospital Quality Reporting Secure Portal</i> using your HARP User ID and Password. 2. Go to the Dashboard located on the left-hand side of the screen. 3. Click Administration from the navigation on the left-hand side of the screen. 4. Select DACA from the submenu. 5. Verify that the Fiscal Year is 2026 (top right of the page). 6. Click on the Yes, I Acknowledge. 7. Enter name, position, and date. 8. Click Export Signed DACA PDF to download a copy. <p>The DACA, Column S “daca_completed,” should display as “Submitted” on the Submission Requirements report.</p>	<input type="checkbox"/>

For questions, contact the Inpatient and Outpatient Healthcare Quality Systems Development and Program Support at (844) 472-4477, (866) 800-8765, or via the Hospital Inpatient Questions and Answers tool at https://cmsqualitysupport.servicenowservices.com/qnet_qa.