

**Reference #:** 2024-38-IPF

**From:** Inpatient & Outpatient Healthcare Quality Systems Development & Program Support Team  
**Sent:** July 16, 2024  
**To:** IPFQR Program ListServe  
**Subject:** Reminder: IPFQR Program Data Submissions Due by August 15, 2024

The Inpatient Psychiatric Facility Quality Reporting (IPFQR) Program fiscal year (FY) 2025 data submission period will end on **Thursday, August 15, 2024**, at 11:59:59 p.m. Pacific Time (PT).

All eligible IPFQR Program providers must complete **all** requirements by August 15, 2024, to qualify for the full Inpatient Psychiatric Facility Prospective Payment System annual payment update. The requirements are listed below. Each provider must:

- **Have an IPFQR Program Notice of Participation (NOP) status of “Participating” on file.**
  - An IPF can verify the NOP status in the Hospital Quality Reporting (HQR) System.
  - An existing NOP status will carry over from year to year.
  - IPFs that decide not to participate in the IPFQR Program should contact the IPFQR Program Support Contractor via email at [IPFQualityReporting@hsag.com](mailto:IPFQualityReporting@hsag.com) for guidance regarding next steps.
- **Submit patient-level data to the HQR Secure Portal.** IPFs must submit patient-level data for all measures listed below.
  - Hospital-Based Inpatient Psychiatric Services (HBIPS)-2 and HBIPS-3 numerator values
  - Substance Use (SUB-2/-2a, -3/-3a)
  - Tobacco Use (TOB -3/-3a)
  - Influenza Immunization (IMM-2)
  - Transition Record with Specified Elements Received by Discharged Patients
  - Screening for Metabolic Disorders
- **Submit facility-level non-measure data and facility-level HBIPS-2 and HBIPS-3 denominator values to the HQR Secure Portal.** (HBIPS-2 and HBIPS-3 share the same denominator.)
- **Submit COVID-19 Vaccination Coverage Among Healthcare Personnel (COVID HCP) measure data to the National Healthcare Safety Network (NHSN).**
- **Complete the Data Accuracy and Completeness Acknowledgement (DACA) in the HQR Secure Portal.**

The DACA is the official statement by which IPFs attest to the accuracy and completeness of the data they submit to the Centers for Medicare & Medicaid Services (CMS).

The opportunity to correct or otherwise modify your data ends on the data submission deadline of **Thursday, August 15, 2024**, at 11:59:59 p.m. PT. CMS encourages all eligible IPFs to

complete data submission at least two days prior to the deadline to allow time to address any submission issues.

The *Specifications Manual for National Inpatient Psychiatric Facility Quality Measures, Version 1.1c* (IPF Specifications Manual, Version 1.1c); the FY 2025 IPFQR Program Guide; and various optional paper tools are available at the following links to help your facility meet the IPFQR Program requirements described in this email.

- [QualityNet: IPF Specifications Manuals](#)
- [QualityNet: General Resources](#) (including the FY 2025 IPFQR Program Guide)
- [QualityNet: Various Optional Paper Tools](#)
- [Quality Reporting Center: General Resources and Optional Paper Tools](#)
- [Navigating the IPF Module in the CMS Abstraction & Reporting Tool \(CART\)](#) webinar

Refer to the following resources to assist with the NHSN enrollment and the COVID HCP measure data-submission processes.

### **Educational Webinar**

Go to the Quality Reporting Center website to view the *NSHN Enrollment and Reporting COVID-19 HCP Measure Data* webinar: <https://www.qualityreportingcenter.com/en/inpatient-quality-reporting-programs/inpatient-psychiatric-facilities-quality-reporting-program/2024-events/ipf43024/>. The web page includes the presentation slides, event recording, and presentation transcript.

### **NHSN User Support**

Please use **NHSN-ServiceNow** to submit questions to the NHSN Help Desk. Locate the portal website here: [nhsn\\_csp - NHSN Customer Service](#) (cdc.gov). ServiceNow should be used instead of [nhsn@cdc.gov](mailto:nhsn@cdc.gov), [nhsntrain@cdc.gov](mailto:nhsntrain@cdc.gov), and [nhsndua@cdc.gov](mailto:nhsndua@cdc.gov).

Users will be authenticated using Secure Access Management Services (SAMS) in the same way you access NHSN. If you do not have a SAMS login, or you are unable to access ServiceNow, you can still email the NHSN Help Desk at [nhsn@cdc.gov](mailto:nhsn@cdc.gov).

### **Extraordinary Circumstances Exceptions (ECE)**

If your IPF is unable to submit data or meet requirements due to an extraordinary circumstance, then you may request an individual exception. For events impacting your submission of data, the ECE request form must be submitted within 90 calendar days from when you determined that the extraordinary event occurred. The event may occur during the measurement period through the submission or reporting deadline. Please refer to the IPFQR Program's [ECE Policy](#) web page on QualityNet for further information.

Please do not respond directly to this email. For further assistance regarding the information contained in this message, please contact the Inpatient & Outpatient Healthcare Quality Systems Development & Program Support Team at [https://cmsqualitysupport.servicenowservices.com/qnet\\_qa](https://cmsqualitysupport.servicenowservices.com/qnet_qa) or by phone at (866) 800-8765 or (844) 472-4477.