

# **CMS Hospice Spotlights and Announcements 2015**

**December 21, 2015**

## **“HQRP Requirements for FY 2018 Reporting Year” Fact Sheet Now Available**

An “HQRP Requirements for FY 2018 Reporting Year” Fact Sheet is now available in the “Downloads” portion of the “Hospice Item Set (HIS)” section of this website. This fact sheet contains information about requirements for the Hospice Quality Reporting Program (HQRP) for the Fiscal Year (FY) 2018 reporting year (data collection period 1/1/16- 12/31/16). These requirements include submission of both the Hospice Item Set (HIS) and the Hospice Consumer Assessment of Healthcare Providers and Systems (CAHPS®), as outlined in the fact sheet.

**December 16, 2015**

## **“Timeliness Compliance Threshold” Fact Sheet Now Available**

A “Timeliness Compliance Threshold” Fact Sheet is now available in the “Downloads” portion of the “Hospice Item Set (HIS)” section of this website. This fact sheet outlines the timeliness compliance threshold for HIS submissions, finalized by CMS in the FY 2016 Final Rule, and presents a preliminary algorithm for the timeliness compliance threshold calculation. These policies go into effect for the FY 2018 reporting year, which begins January 1, 2016.

**October 19, 2015**

## **Hospice Quality Reporting Program – new technical modules available**

Four new training modules are available to assist providers successfully submit their Hospice Item Set admission and discharge records to CMS. Each module provides helpful tips including submission instructions, top ten errors, how to access and review the hospice final validation reports, available CASPER reports and suggested uses, as well as where to locate useful technical documentation and QTSO help desk contact information. Providers may access each of the four modules in the downloads section at <https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/Hospice-Quality-Reporting/HIS-Technical-Information.html>.

**September 22, 2015**

## **Updated “Getting Started with the HIS” Fact Sheet Now Available**

An updated version of the “Getting Started with the HIS” Fact Sheet is now available for provider download on the “[Hospice Item Set](#)” portion of this website. Providers should review this updated fact sheet for information and resources related to Hospice Item Set (HIS) reporting requirements.

**August 03, 2015**

## **IMPORTANT: Hospice providers should review all Final Validation reports to confirm successful submission and processing of HIS data**

As part of the HIS reporting requirements, hospices must submit required HIS–Admission and HIS–Discharge records to CMS’s Quality Improvement and Evaluation System (QIES) Assessment Submission and Processing (ASAP) system.

After uploading HIS files to the QIES ASAP system, providers should return to the Hospice File Submission system to verify the status of the file and then proceed with locating the system-generated Hospice Final Validation report in the CASPER Reporting application to verify that all records were successfully processed without error. To demonstrate compliance with HIS reporting requirements, providers should print and retain

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Final Validation reports as evidence of successful submission and processing of HIS records. **If 1) a Final Validation report is not received following the submission of HIS records or 2) a Final Validation report is received with fatal errors listed, the submission and processing was not successful.** In these instances, the provider must correct any errors and resubmit relevant HIS records to the QIES ASAP system.

If a Final Validation report demonstrating successful submission and processing is not received, this indicates that the relevant HIS record was not received by CMS and thus the hospice may not be in compliance with HIS reporting requirements and may be subject to a 2 point reduction in their APU determination.

For more details on accessing the CASPER Reporting application and Final Validation reports, please visit the "Hospice Item Set (HIS)" portion of this webpage.

**July 15, 2015**

### **Hospice Reconsideration Request Deadline**

CMS will continue to accept reconsideration requests for the FY 2016 reporting period through 5:00 pm EST, Friday, July 24, 2015. All requests and supporting documentation must be received by this deadline. Information regarding the reconsideration process can be found at <http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/Hospice-Quality-Reporting/Reconsideration-Requests.html>, or click the "Reconsideration Requests" link in the Hospice Quality Reporting box in the left hand margin of this page.

**Please note: Do not include Personal Health Information (PHI) or other HIPAA violations in the documentation being submitted to CMS for review.**

**July 13, 2015**

### **Slides with Speaker Notes from June 17<sup>th</sup> National Provider Call Now Available for Provider Download**

Slides with speaker notes from the June 17<sup>th</sup> National Provider Call is now available for provider download in the "Downloads" portion of the "Hospice Item Set (HIS)" section of this webpage. The National Provider Call was hosted to cover updates made to V1.02 of the HIS Manual; V1.02 of the HIS Manual is also available for provider download in the "Downloads" portion of the "Hospice Item Set (HIS)" section of this webpage.

**June 30, 2015**

### **FAQs from June 17<sup>th</sup> National Provider Call Now Available for Provider Download**

A frequently asked questions (FAQs) document from the June 17<sup>th</sup> National Provider Call is now available for provider download in the "Downloads" portion of the "Hospice Item Set (HIS)" section of this webpage. The National Provider Call was hosted to cover updates made to V1.02 of the HIS Manual; V1.02 of the HIS Manual is also available for provider download in the "Downloads" portion of the "Hospice Item Set (HIS)" section of this webpage.

**June 23, 2015**

### **Clarification of HIS Manual and HIS data submission specification versioning: V1.02 of HIS Manual associated with V1.01.0 of HIS Data Submission Specifications, not V1.02.0**

CMS recently released an updated version of the HIS Manual, V1.02. CMS would like to clarify the relationship between guidance in V1.02 of the HIS Manual and the HIS data submission specifications.

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Changes to V1.02 of the HIS Manual do not correlate with changes in V1.02.0 of the data submission technical specifications. These two documents run on separate versioning schedules. **Changes in V1.02 of the HIS Manual correlate with changes that were in V1.01.0 of the data submission specifications, which were effective 6/28/15** (the same effective date as V1.02 of the HIS Manual).

Updates to V1.01.0 of the data submission specifications that are included in updated guidance in the HIS Manual V1.02 include:

- Allowing the date in J2040B to precede the date in J2030B
- Allowing the date in F3000B to precede the admission date
- Allowing a dash for A0245

In the future, if providers would like to “map” or “crosswalk” versions of the HIS Manual with versions of the data submission specifications, **these materials should be matched based on the effective date listed on materials, not the version number(s) of the materials.**

**Changes outlined in V1.02.0 of the data submission specifications are not included in V1.02 of the HIS Manual.** Changes outlined in V1.02.0 of the data submission specifications will be addressed by guidance released by CMS at a later date, closer to the implementation date of those specifications, which is 4/1/16.

Providers can download V1.02 of the HIS Manual from the “Hospice Item Set (HIS)” portion of the CMS HQRP website here: <http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/Hospice-Quality-Reporting/Hospice-Item-Set-HIS.html>.

Providers can download V1.01.0 of the HIS data submission specifications from the “HIS Technical Information” portion of the CMS HQRP website here: <http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/Hospice-Quality-Reporting/HIS-Technical-Information.html>.

**June 02, 2015**

**V1.02 of the HIS Manual now available for provider download; National Provider Call to be held 6/17 to cover updates made to the HIS Manual V1.02**

Providers can download V1.02 of the HIS Manual (along with the relevant change table) on the “Hospice Item Set (HIS)” portion of this webpage.

Details about the 6/17 National Provider Call, including registration instructions, are also available on the “Hospice Item Set (HIS)” portion of this webpage. The purpose of this National Provider Call is to cover updates that were made to V1.02 of the HIS Manual.

**05/22/2015**

**Registration for the June 17<sup>th</sup> Hospice Item Set (HIS) National Provider Call Training Now Available**

Providers can now register for the HIS-focused National Provider Call training that CMS will host on June 17<sup>th</sup>, 2015. This presentation will cover updates that were made to the HIS Manual from V1.01 to V1.02. Updates to the HIS Manual, and the related National Provider Call presentation, will provide clarifications of HIS item definitions and expectations for use.

For more details on how to register for the upcoming training, visit the “[Hospice Item Set \(HIS\)](#)” portion of this webpage.

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05/12/2015

### Save the Date: Upcoming Hospice Item Set (HIS) Training

CMS will host an HIS training on June 17<sup>th</sup>, 2015. This training will cover updates that were made to the HIS Manual from V1.01 to V1.02. Updates to the HIS Manual, and the related HIS training, will provide clarifications of HIS item definitions and expectations for use.

For more details on the upcoming training, visit the "[Hospice Item Set \(HIS\)](#)" portion of this webpage.

04/24/2015

### New Hospice Reports Available in CASPER Reporting Application

Three new reports are available to Hospice providers in the Hospice Provider Reports category in the CASPER Reporting application.

1. HIS Record Error Detail by Provider
  - This report displays by HIS ID the errors encountered on the Hospice Item Set (HIS) records submitted during the specified period. HIS records that encountered no errors during processing will not display on the report.
  - This report is useful as it provides a list of all errors returned on the Hospice Final Validation report for a specified period into one report.
  - The report displays the following information:
    - Provider identification information
    - HIS ID
    - Error information including the error number, error description and type of error (Fatal or Warning)
    - HIS Item(s) associated to the error and the data submitted for the HIS item(s).
2. HIS Record Errors by Field by Provider
  - This report summarizes by Error Number the errors encountered in submitted HIS records during the specified timeframe.
  - This report is useful as it summarizes the number of times an error occurred during the timeframe and the percent of HIS records with the error.
  - The report can be requested to display Fatal or Warning errors, or both.
  - The report displays the following information:
    - Provider identification information
    - Message Type selected
    - Total HIS records submitted during the selected timeframe
    - Error Number and Error Description
    - HIS items associated to the error
    - Number of HIS records with the error
    - Percent of HIS records with the error
3. HIS Records With Error Number XXXXX
  - This report lists for up to 5 specified Error Numbers the HIS records submitted with those errors during a specified timeframe.
  - This report is useful as it provides detailed information for specific errors of interest.
  - The report displays the following information:
    - Provider identification information

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- Error Number and Error Description
- Submission Date of the HIS record
- Patient's Last Name and First Name
- HIS ID
- HIS Item(s) that encountered the error
- Submitted Data in the HIS Item(s)

The link to access the CASPER Reporting application is available on the CMS QIES Systems for Providers Hospice Welcome page at (<https://mds.qiesnet.org/hospc/home.html>).

**Note: The CASPER Reporting link and access to Final Validation Reports and the new Provider Reports are only active and available for registered users of the QIES ASAP system.**

### CASPER Reporting User's Manual

Two sections of the CASPER Reporting User's Manual were updated:

- Cover and Table of Contents – the three new reports display in the table of contents for Section 3.
- Section 3 - Hospice Provider Reports contains detailed information about the new reports.

The CASPER Reporting User's Manual is available on the CMS QIES Systems for Providers Hospice Welcome page at (<https://mds.qiesnet.org/hospc/home.html>). The CASPER Reporting User's Manual is also available on the QIES Technical Support Office (QTSO) website at <https://www.qtso.com/hospicetrain.html>.

If you have any questions concerning this information, please contact the QTSO Help Desk at [help@qtso.com](mailto:help@qtso.com) or 1 (888) 477-7876.

### 01/14/2015

- An updated version of the HIS data submission specifications (v1.01.0) is now available on the [HIS Technical Information](#) portion of this website.
- **4<sup>th</sup> Quarter Question and Answer (Q+A) Document Available:** A new Q+A document is available on the "[Hospice Item Set \(HIS\)](#)" portion of this website. This document contains frequently asked HIS-related questions received on the HelpDesk October - December 2014.
- **Hospice Annual Payment Update (APU) Quick Reference Guide is now available**

The CMS Hospice Quality Reporting Program (HQRP) help desk has created an APU Quick Reference Guide for Hospice users. The guide is available on the "[Help Desk](#)" portion of this website. The guide contains tips for new data-submitters, resource links including links to the quarterly Question and Answer documents, and help desk contact information with a brief description of the issues handled by each help desk. The guide also includes information about filing a reconsideration request (used only when a facility has been determined to be non-compliant) and how to file an appeal.