

EQRS New User Training

With ESRD Outreach, Communication, and Training (EOCT)

> End Stage Renal Disease Quality Reporting System

Today's Trainer

ESRD Outreach, Communication, and Training Team



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Communications Director

Submitting Questions

Type questions in the Q&A section, located in the top right corner of your screen. Send all Q&A questions to All Panelists.

Note: Some questions may require additional research. Unanswered questions may be submitted to CRAFT@MyCROWNWeb.org.



Our Agenda Today

- Manage Access
- Facility Dashboard Overview
- Set Default Preferences
- Add Facility Personnel
- Admit a Patient
- View and Edit Patient Details
- Submit an Initial CMS-2728
- Add Treatment Information
- Enter Clinical Information
- Enter Clinical Depression Data
- Discharge a Patient
- Complete a CMS-2746 Form
- Resolve Accretions
- Resources and Evaluation

How We'll Do Things Today

Each lesson is divided into two parts:

- Part 1 Background information
- Part 2 Demonstration

Note:

Data used in this presentation is fictitious.

Content subject to change.



Manage Access

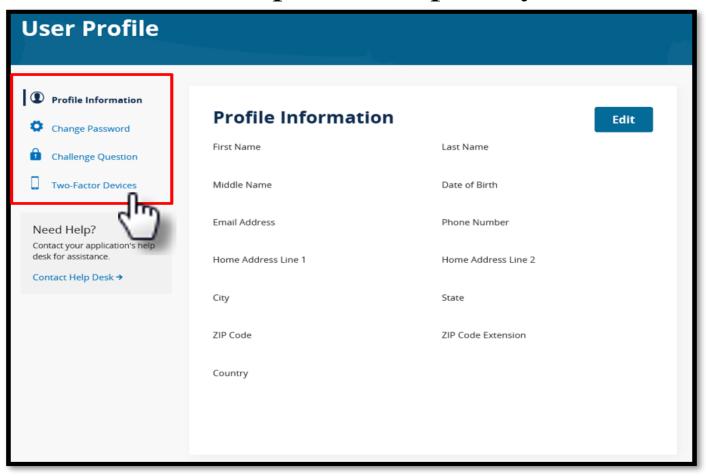
Maintain HARP User Account

Use the Healthcare Quality Information System (HCQIS) Access Roles and Profile (HARP) to maintain your user account.

- One HARP account is needed to access multiple CMS applications.
- All EQRS users must have a HARP account.
- Maintain HARP account via https://harp.qualitynet.org/login/login.
- Access HARP training materials via https://mycrownweb.org/harp-training/.

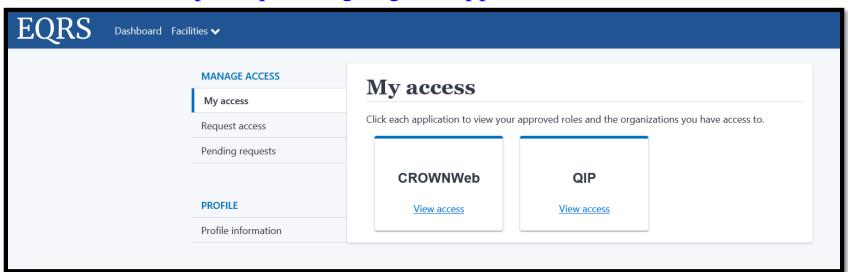
HARP Menu Options

Use the HARP menu options to update your account.



Maintain EQRS Role(s)

- EQRS blends functionalities of the following legacy ESRD Systems into one global application:
 - CROWNWeb
 - ESRD QIP
 - Renal Management Information System (REMIS)
- Use EQRS to maintain and request roles for necessary user interfaces. Direct link: https://eqrs.cms.gov/globalapp

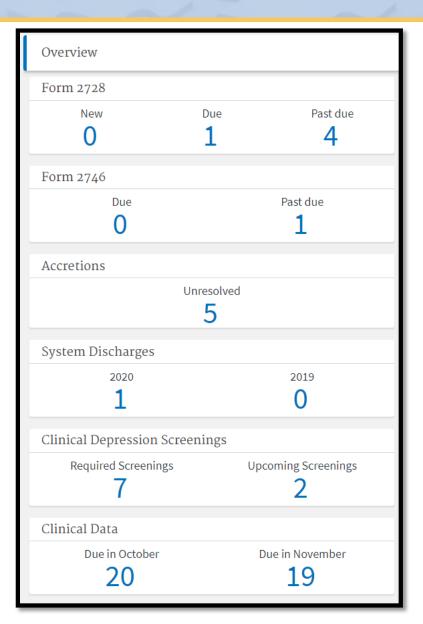




Facility Dashboard Overview

Facility Dashboard

The EQRS Facility
Dashboard provides
reminders and
announcements.

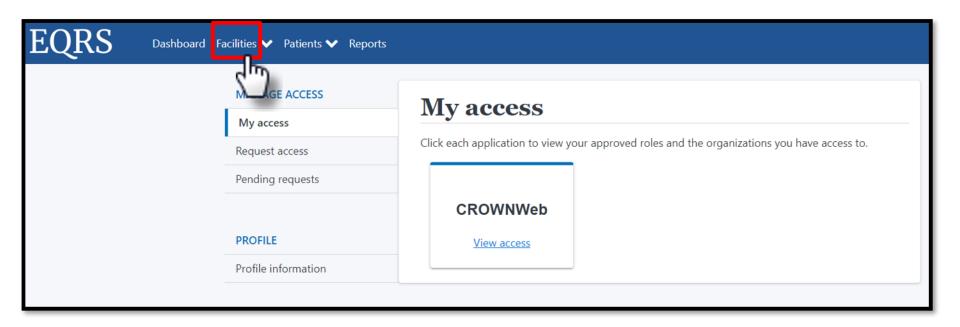




Set Default Preferences

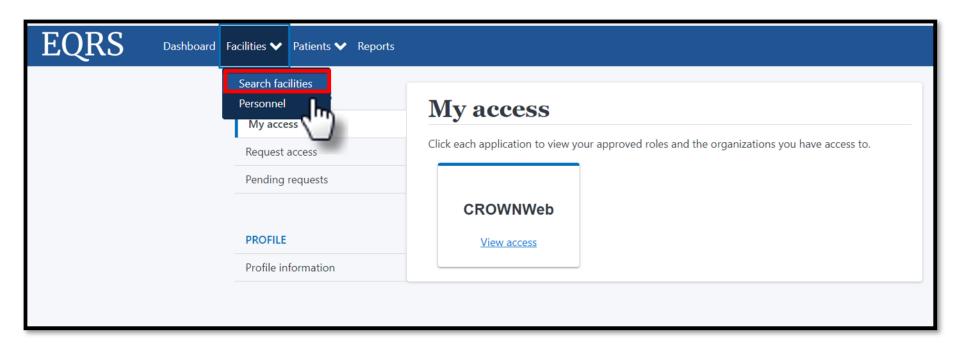
Click Facilities

Click Facilities in the navigation menu.



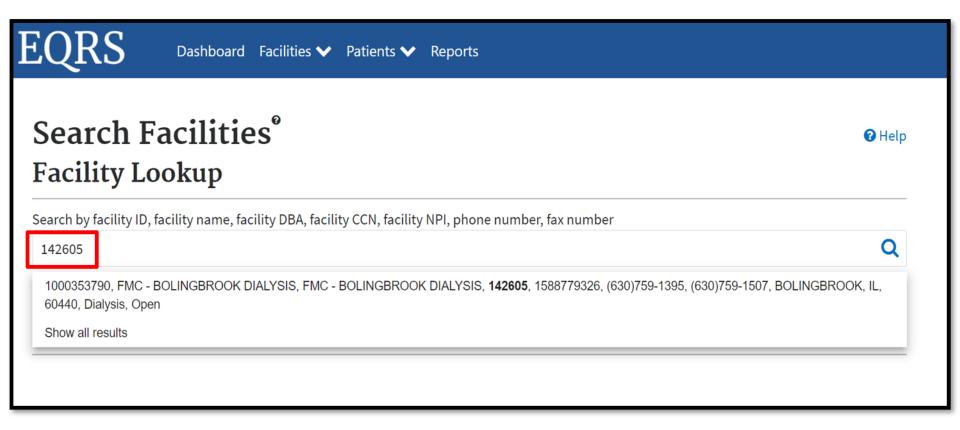
Click Search Facilities

Click Search Facilities in the navigation menu.



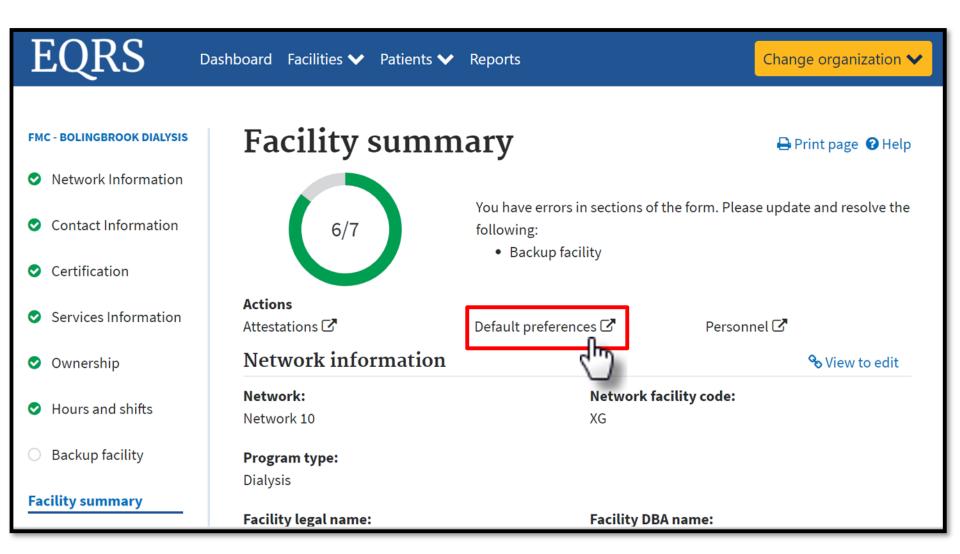
Search for Facility

Enter the facility identifier.



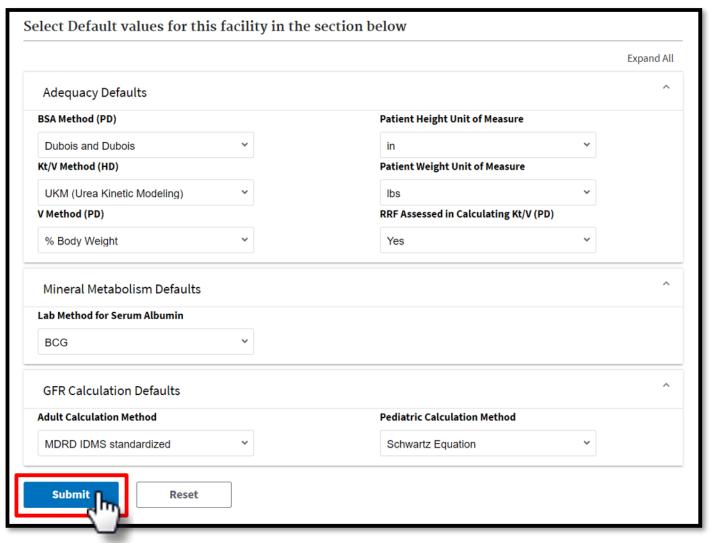
Click Default Preferences

Click the Default Preferences link in the Actions section.



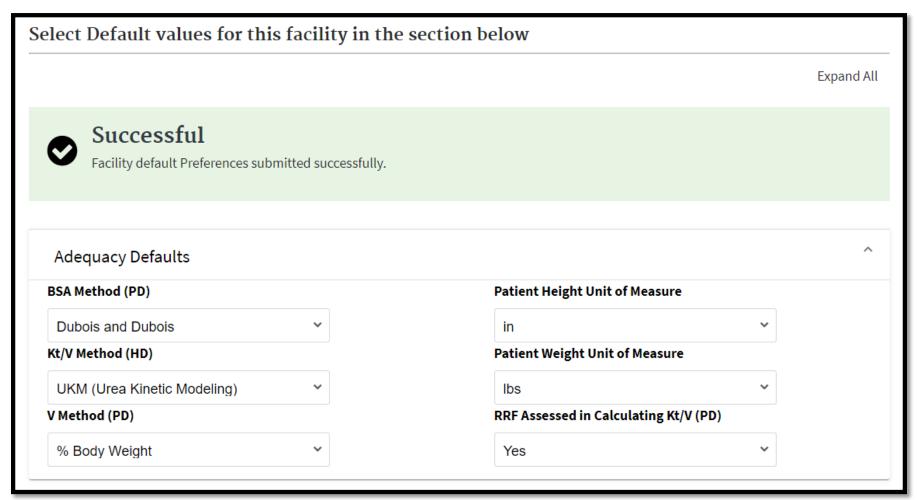
Select Preferences

Select default values and click Submit.



Successful Submission

EQRS displays a successful submission message.

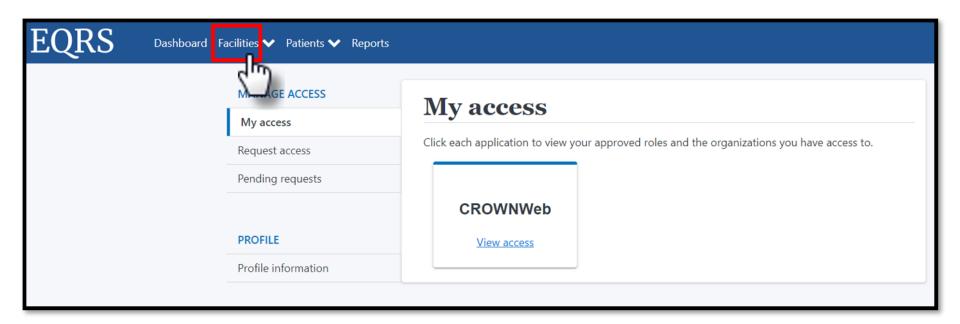




Add Facility Personnel

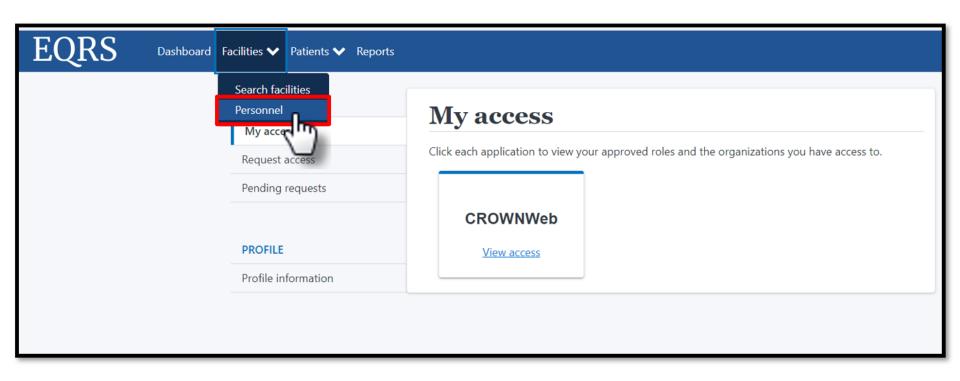
Click Facilities

Click Facilities in the navigation menu.



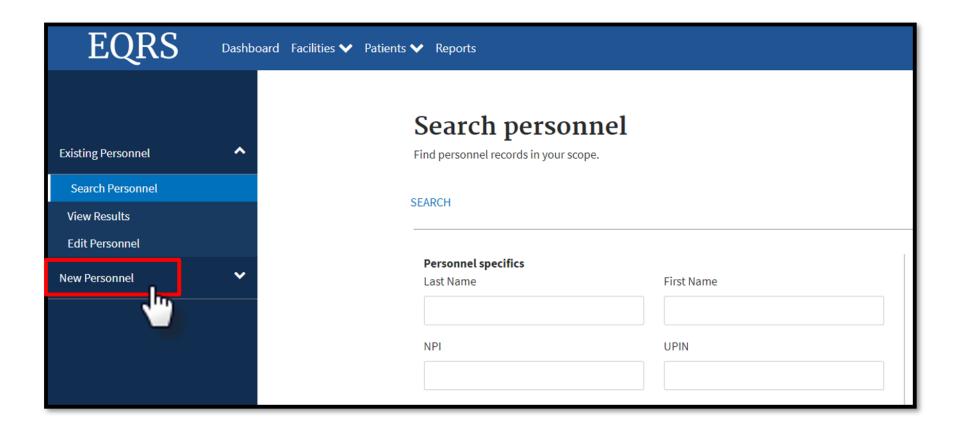
Click Personnel

Click Personnel in the Facilities sub-menu.



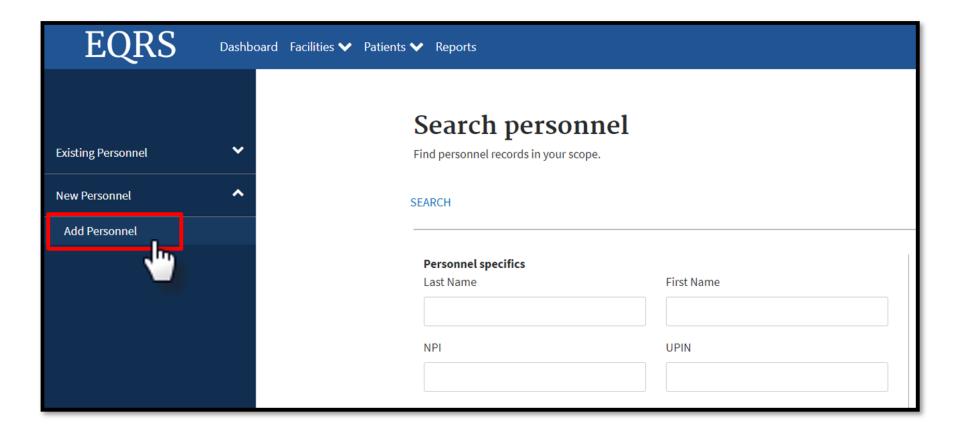
Click New Personnel

Click New Personnel to display menu options.



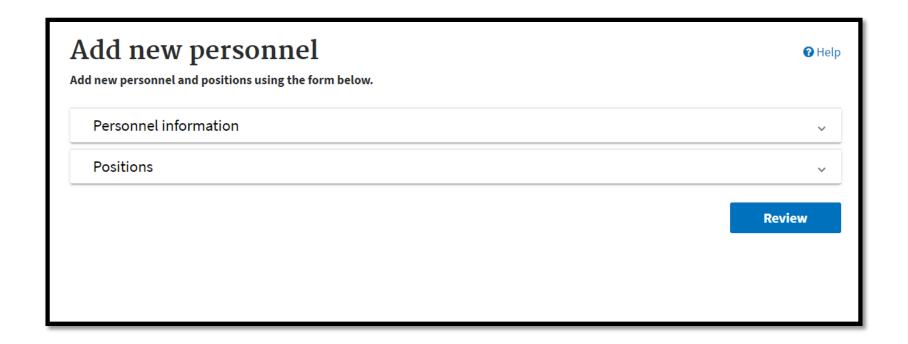
Click Add Personnel

Click Add Personnel to enter information.



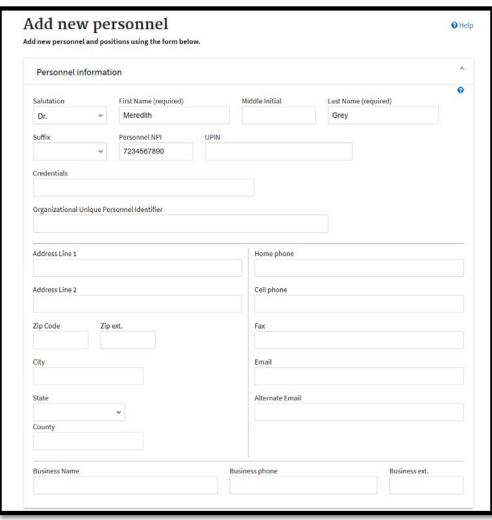
Select Accordion

Click on the desired section to expand and view.



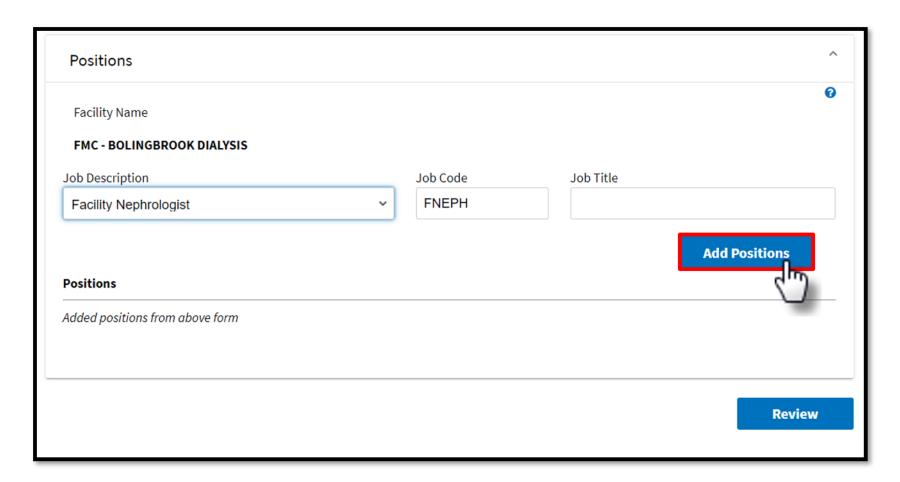
Enter Personnel Information

Complete the Personnel Information section.



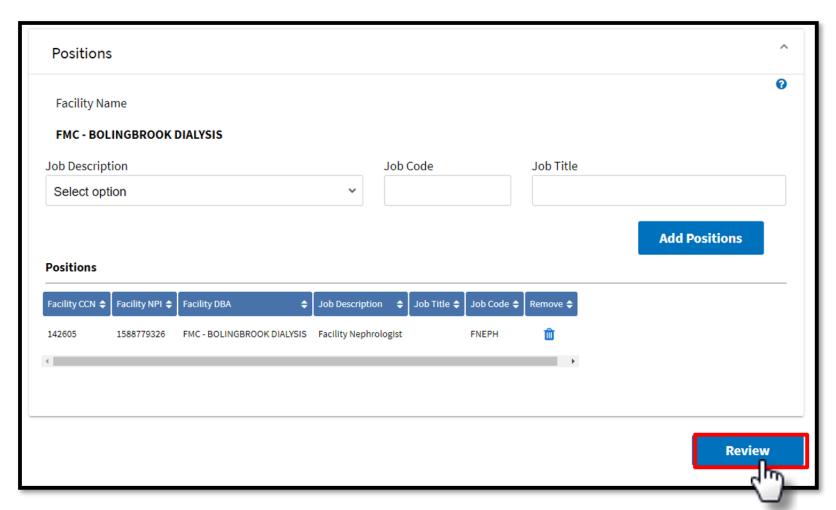
Add Position

Indicate the employee's position and click Add Positions.



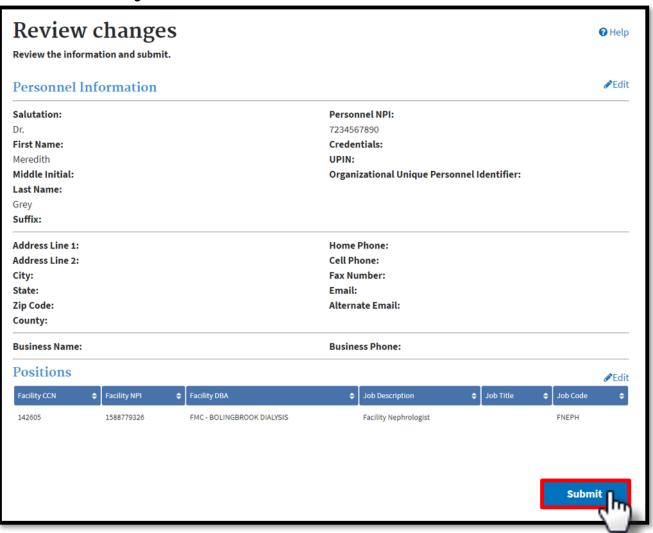
Click Review

Click Review for a final look before submission.



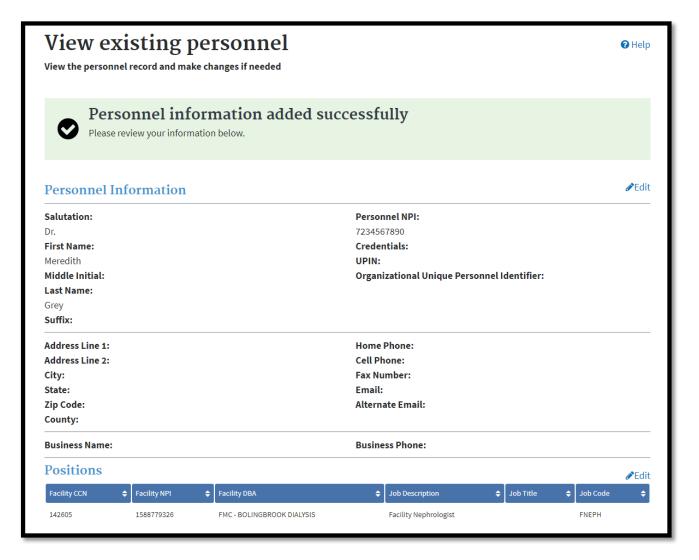
Click Submit

Review the entry and click Submit.



Successful Submission

EQRS displays "Personnel information added successfully" message.





Admit a Patient

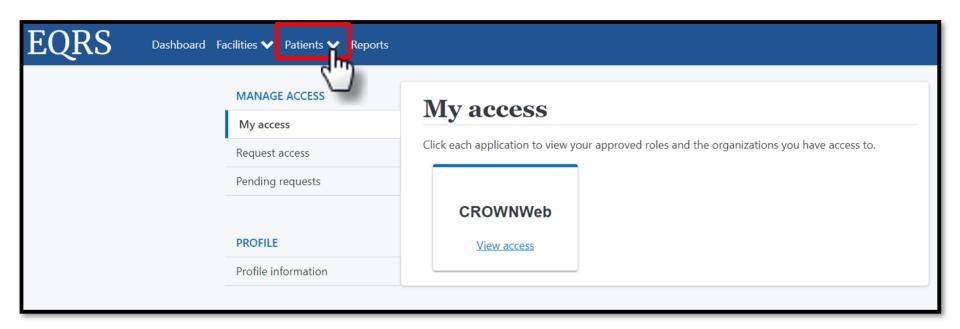
Key Identifiers

EQRS uses six key identifiers when transferring a patient:

- First Name
- Last Name
- Date of Birth
- Gender
- Social Security Number
- Medicare Beneficiary Identifier

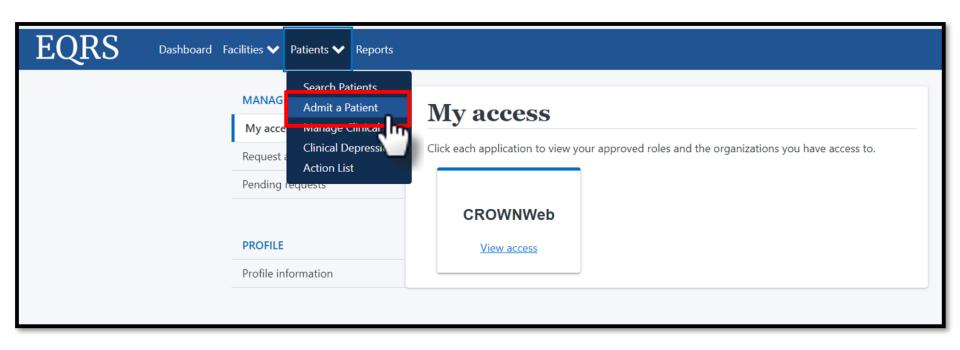
Click Patients

Click Patients in the navigation menu.



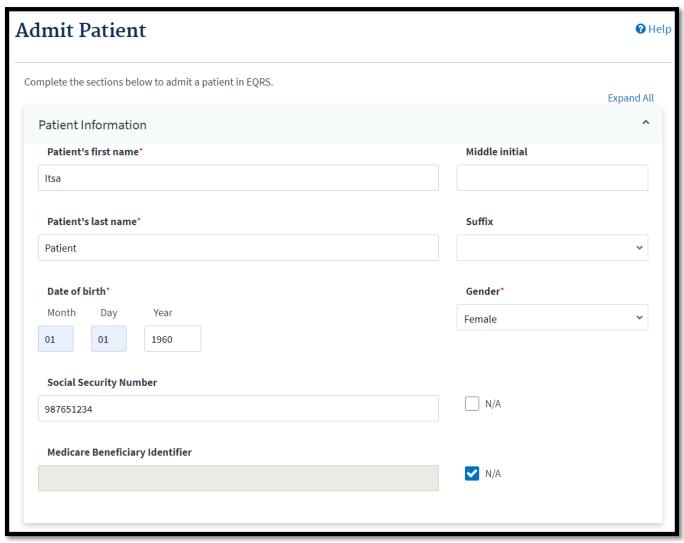
Click Admit Patient

Click Admit Patient in the Patients sub-menu.



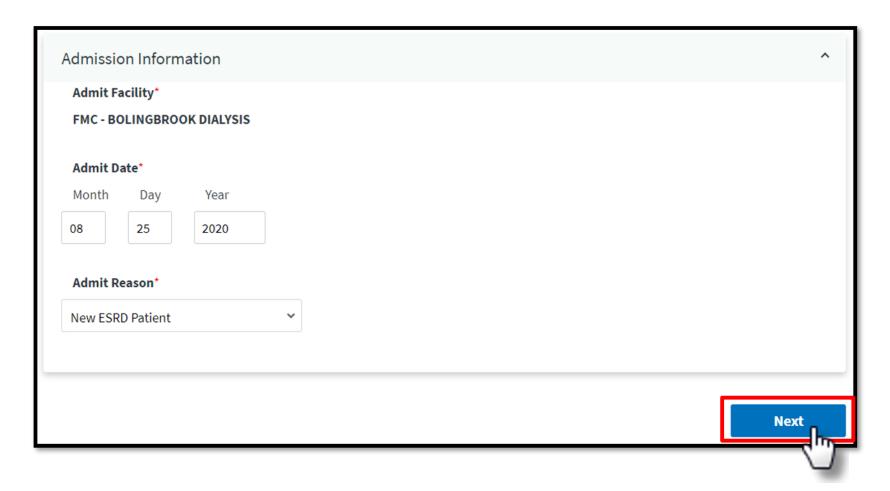
Enter Patient Information

Enter data in the Patient Information section.



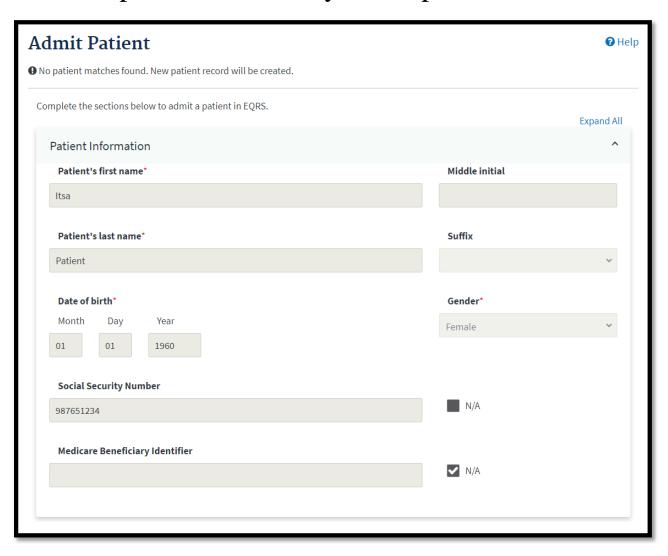
Enter Admission Information

Enter data in the Admission Information section and click Next.



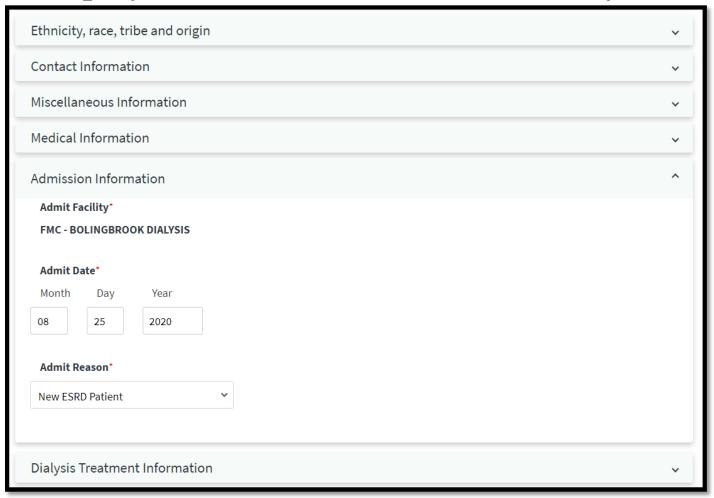
Patient Match Message

Displays for new patient records says, "No patient matches found."



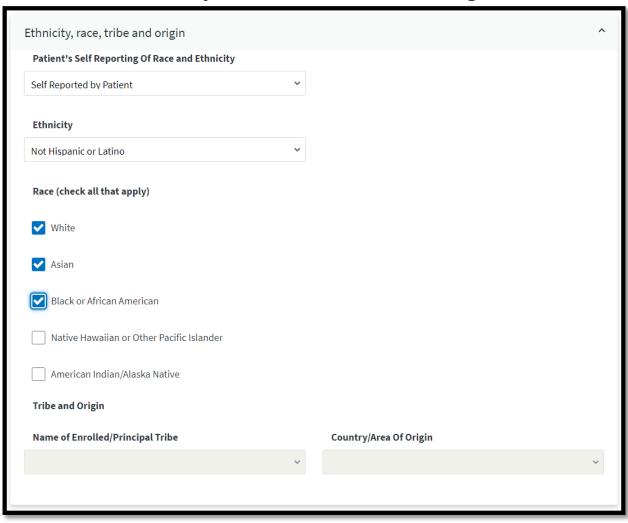
Additional Fields Display

EQRS displays additional fields for data entry.



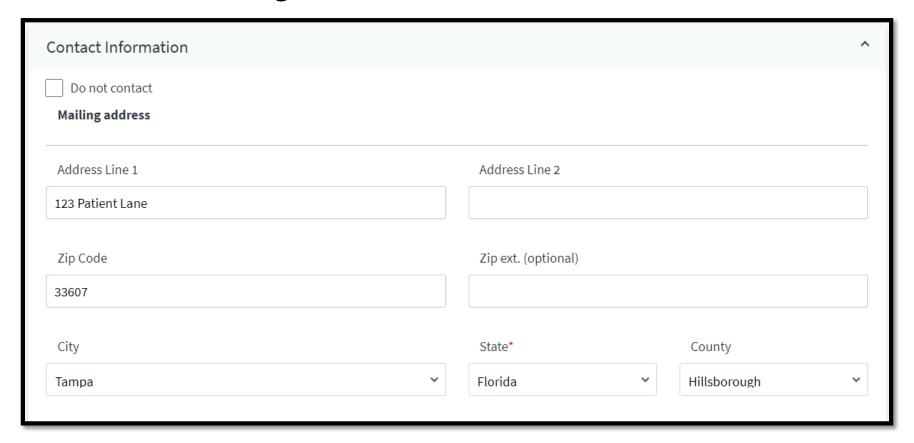
Enter Race and Ethnicity

Enter race and ethnicity, and tribe and origin (if needed).



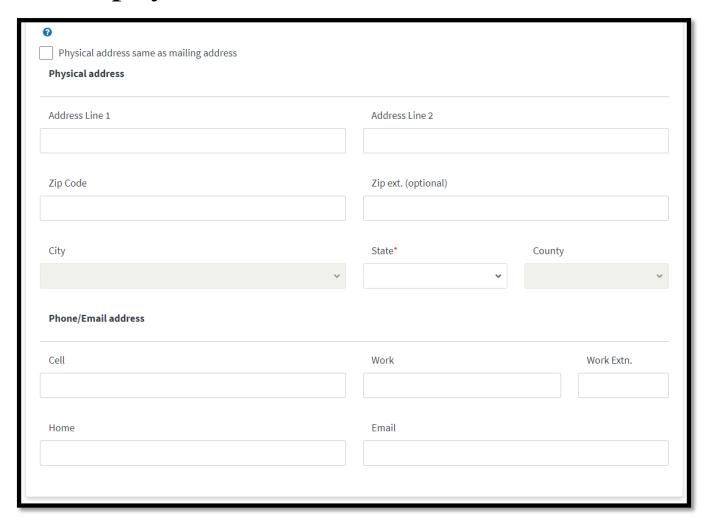
Enter Contact Information

Enter the mailing address.



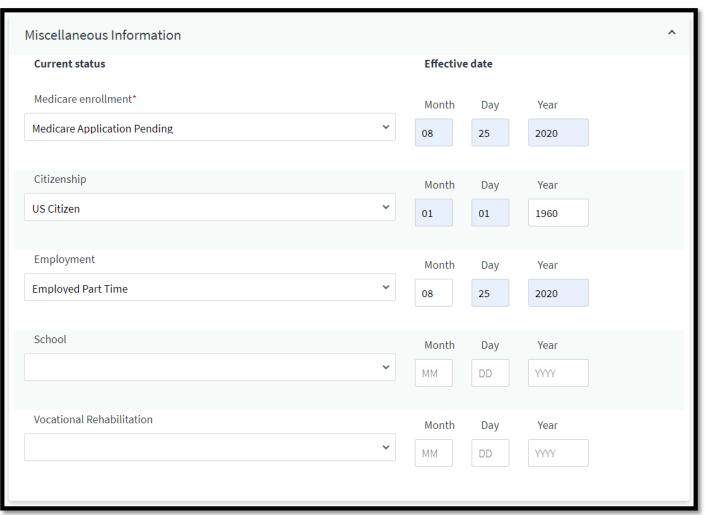
Provide Physical Address

Provide the physical address.



Enter Miscellaneous Info

Enter data in the Miscellaneous Information section.



Enter Effective Date

Enter the Medical Information effective date.

Medical I	nformat	tion
Effective	date*	
Month	Day	Year
08	25	2020

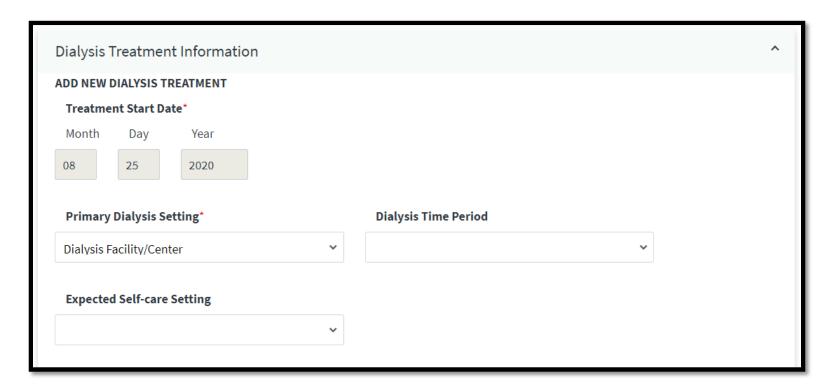
Review Admission Information

The Admission Information section is pre-populated.



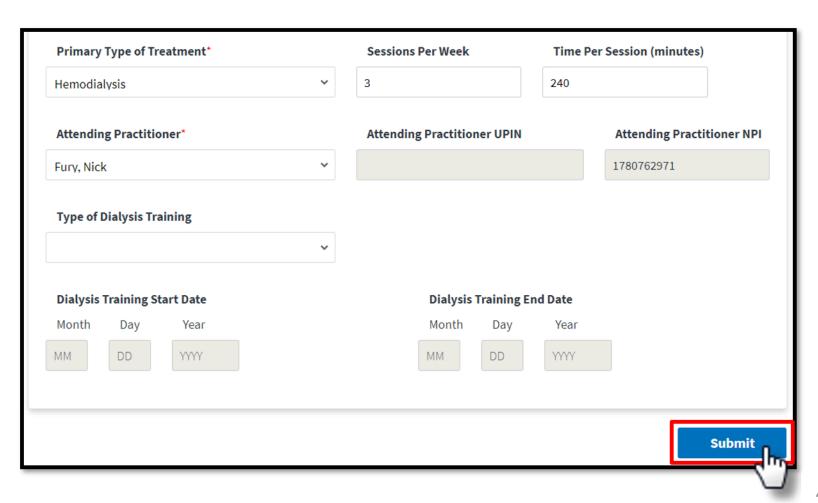
Enter Dialysis Treatment Information

Add a new dialysis treatment.



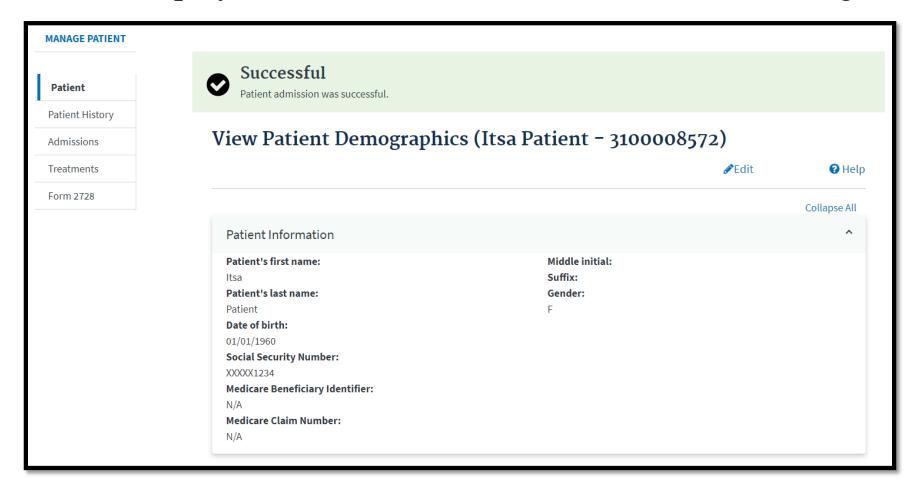
Enter Dialysis Treatment Information

Add a new dialysis treatment and click Submit.



Successful Admission

EQRS displays "Patient admission was successful" message.



Pop Quiz

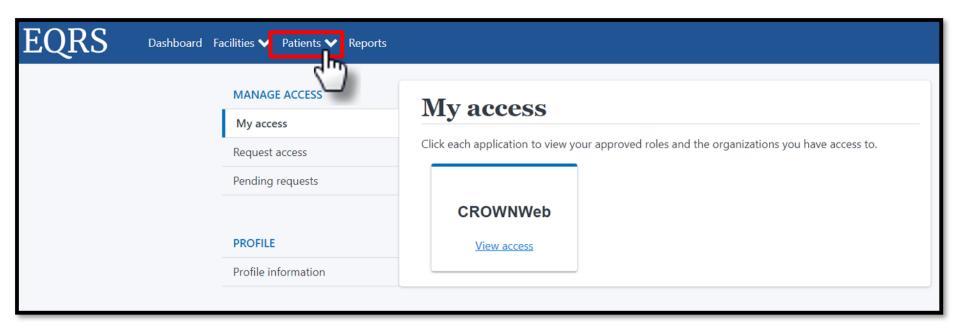




View and Edit Patient Details

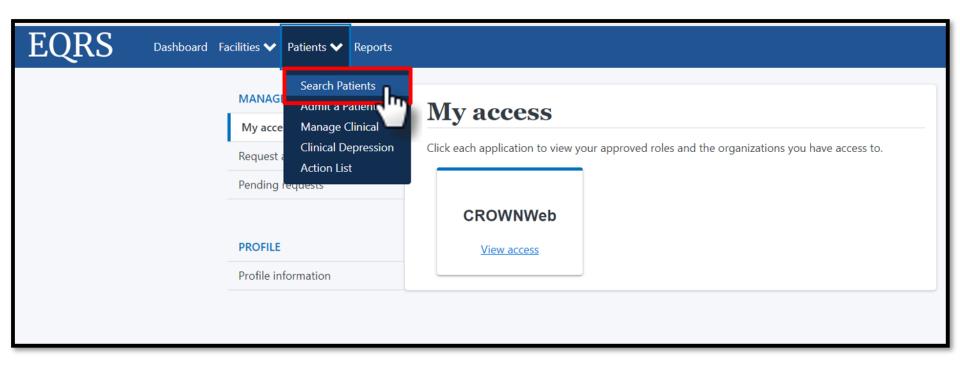
Click Patients

Click Patients in the navigation menu.



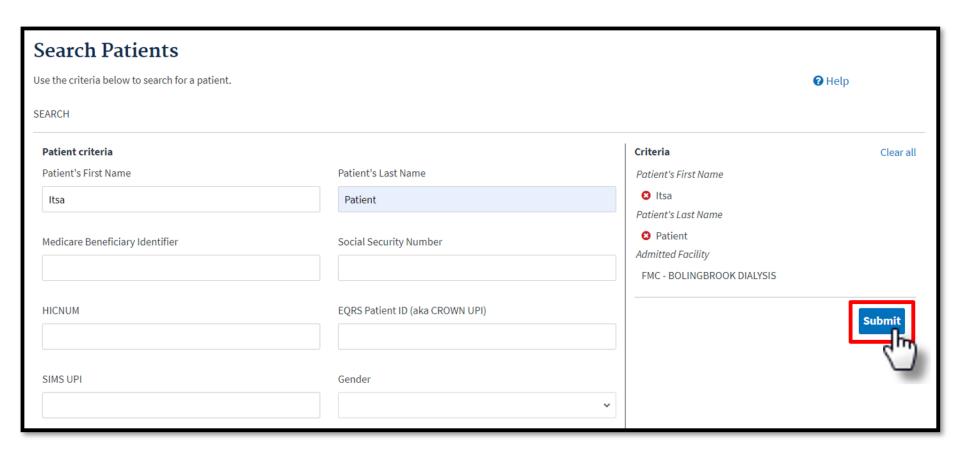
Click Search Patients

Click Search Patients in the Patients sub-menu.



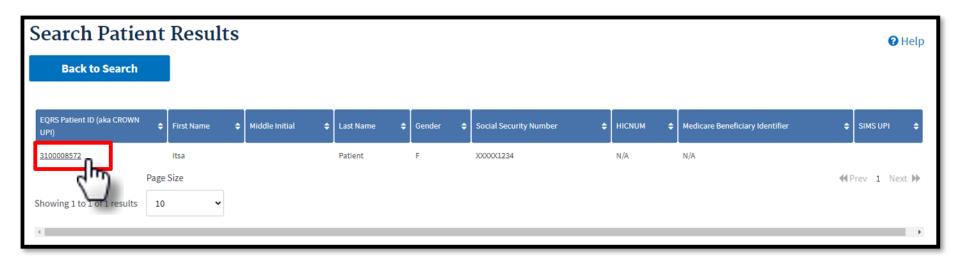
Enter Search Criteria

Enter search criteria to locate patient.



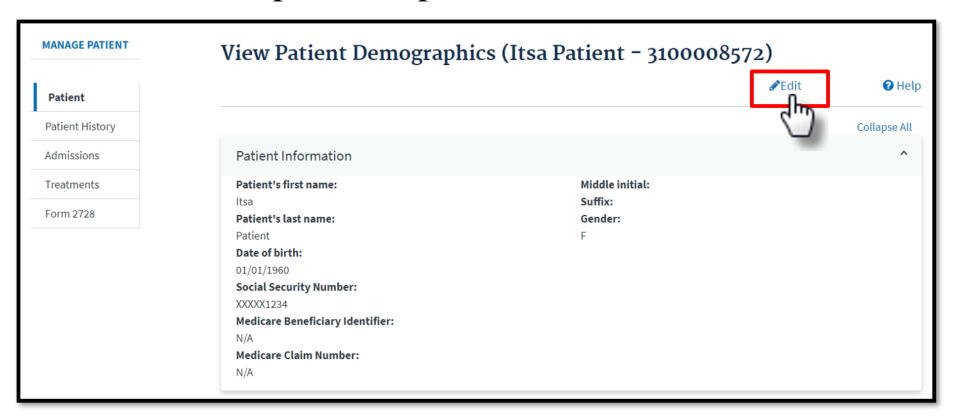
Click EQRS Patient ID

Click the EQRS Patient ID.



Click Edit

Click Edit to update the patient's information.



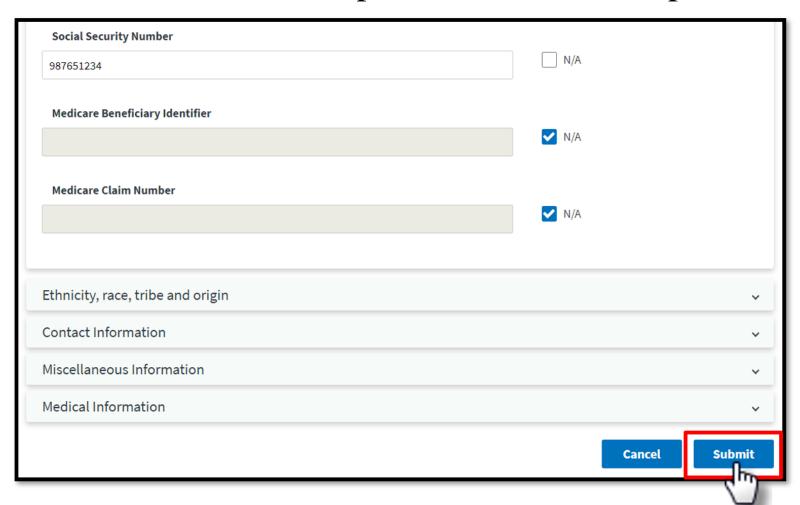
Enter Updates

Enter the desired updates.



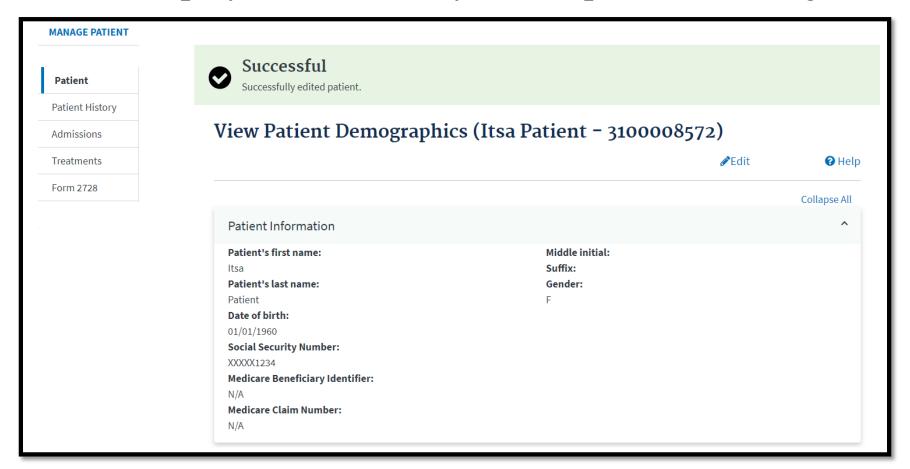
Submit Updates

Click the Submit button to process the desired updates.



Successful Submission

EQRS displays "Successfully edited patient" message.

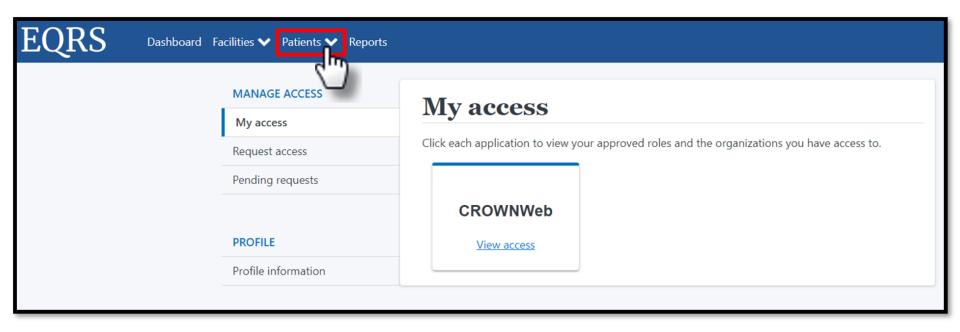




Submit an Initial CMS-2728

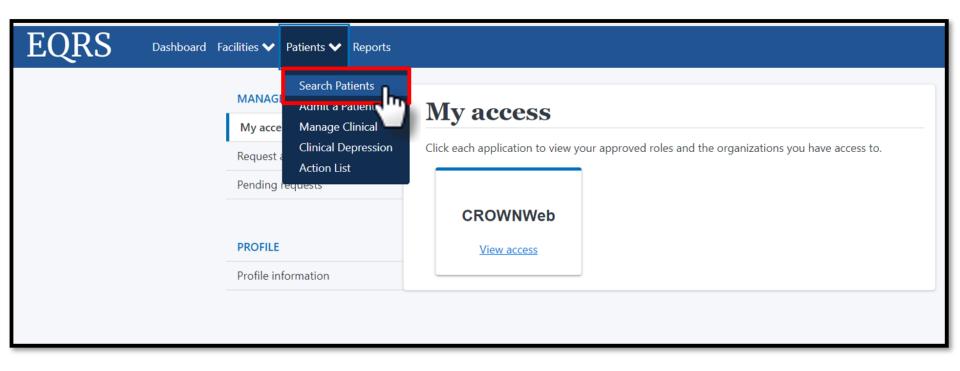
Click Patients

Click Patients in the navigation menu.



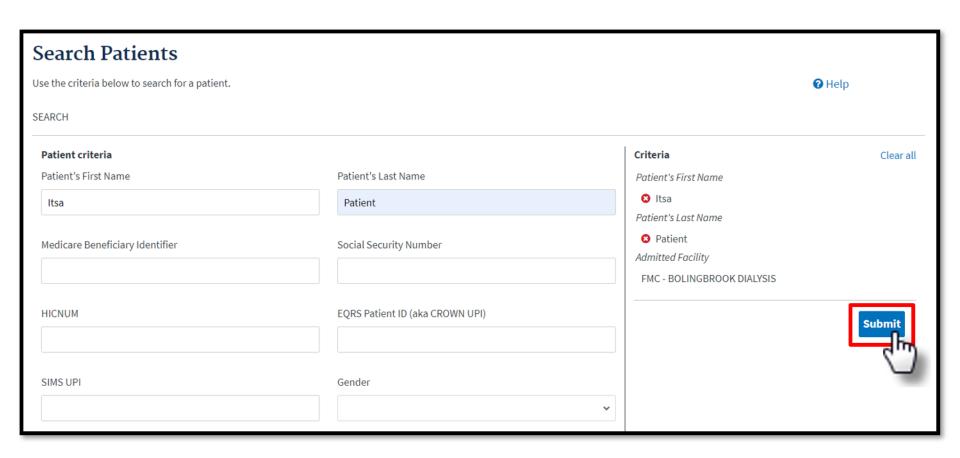
Click Search Patients

Click Search Patients in the Patients sub-menu.



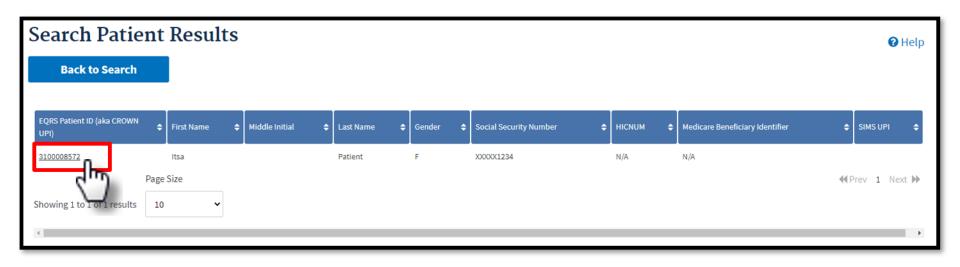
Enter Search Criteria

Enter search criteria to locate patient and click Submit.



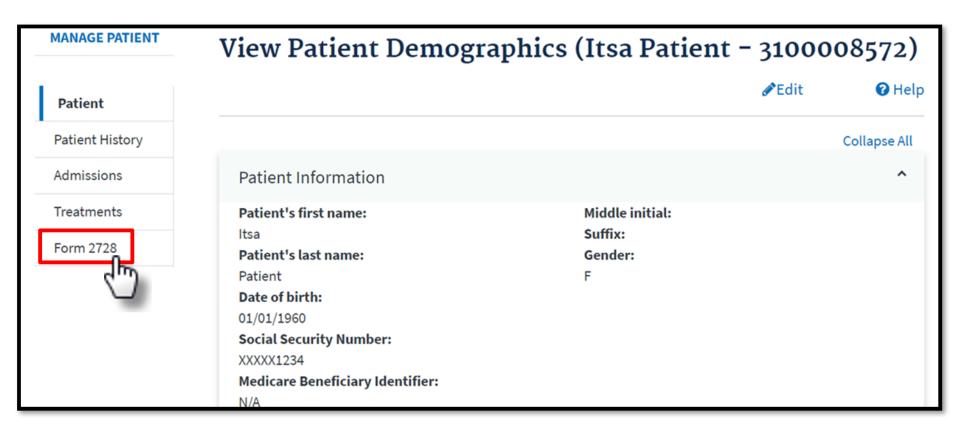
Click EQRS Patient ID

Click the EQRS Patient ID.



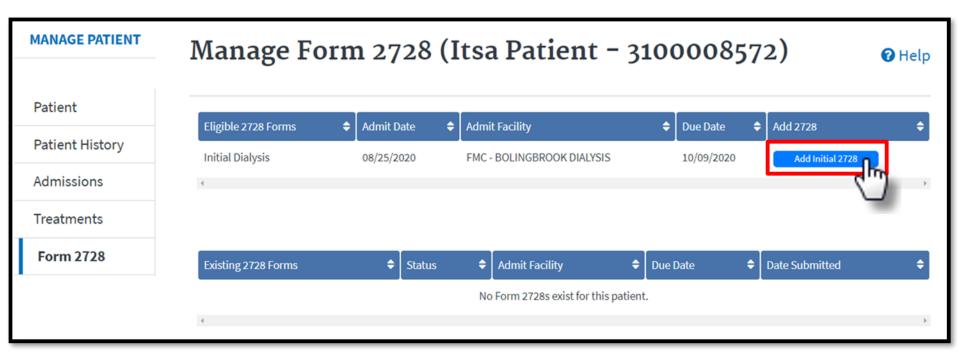
Click Form 2728

View the patient's demographics and click the Form 2728 link.



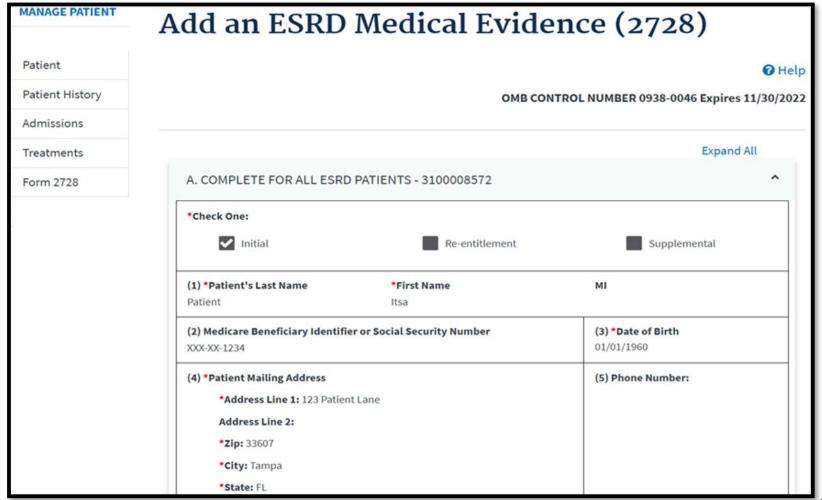
Add Initial 2728

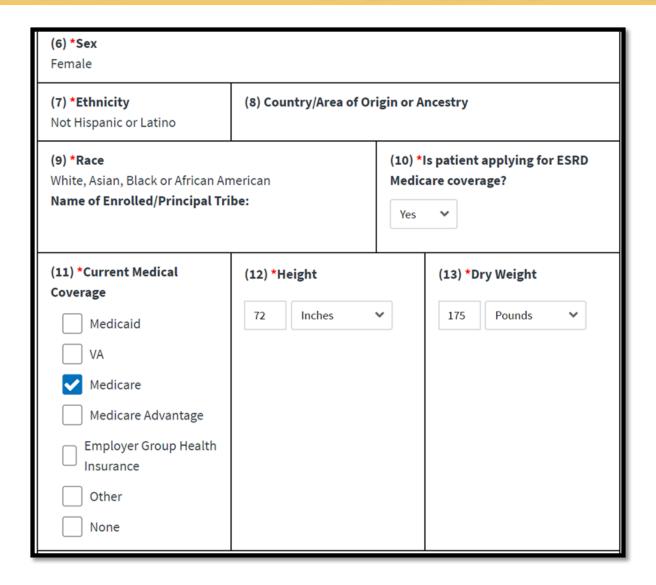
Click Add Initial 2728.

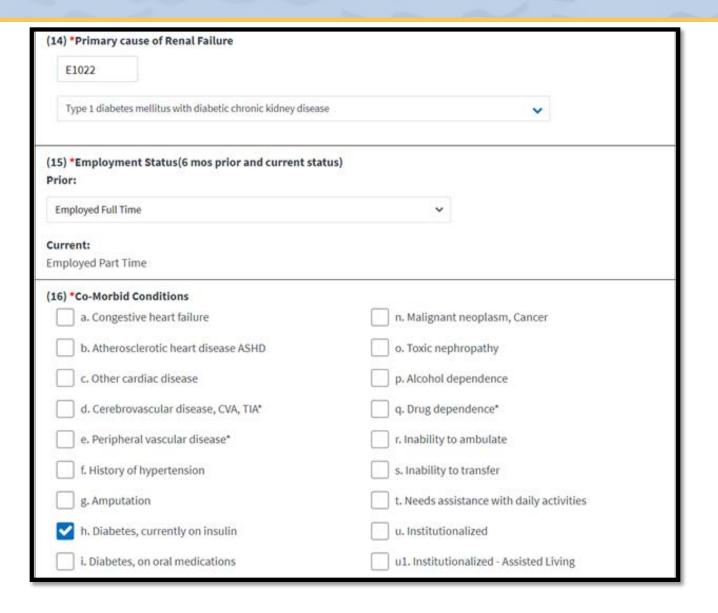


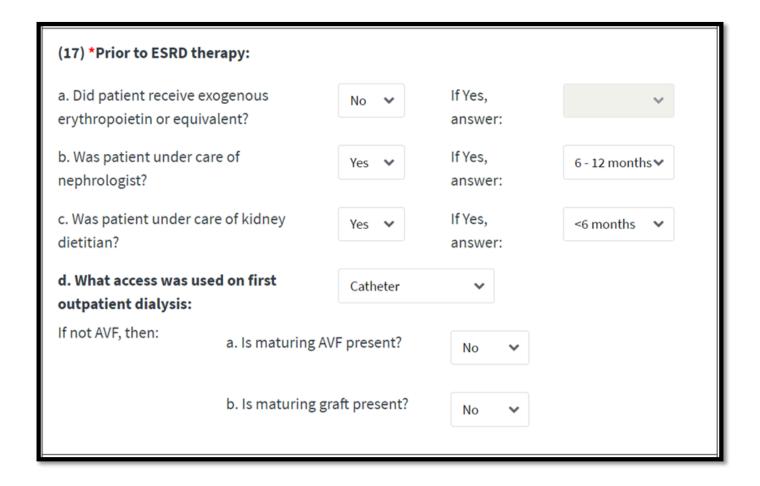
CMS-2728 Section A

Review and complete Section A, as needed.









(18) Laboratory Values Within 45 Days Prior to the Most Recent ESRD Episode (Lipid Profile Within 1 Year of Most Recent ESRD Episode) **Laboratory Test** Value Date Month Day Year a.1 Serum Albumin (g/dl) DD YYYY MM a.2 Serum Albumin Lower Limit a.3 Lab Method Used (BCG or BCP) Month Day Year 15.0 b. *Serum Creatinine (mg/dl) 25 08 2020 Month Day Year c. Hemoglobin (g/dl) DD YYYY Day Year Month d. HbA1c MM DD YYYY

e. Lipid Profile TC	Month	Day DD	Year	
LDL	Month	Day	Year	
HDL	Month	Day	Year	
TG	Month	Day	Year	

This table contains Laboratory Values Within 45 Days Prior to the Most Recent ESRD Episode (Lipid Profile Within 1 Year of Most Recent ESRD Episode). The data displayed for each laboratory test is listed in the following columns: Laboratory Test, Value, and Date.

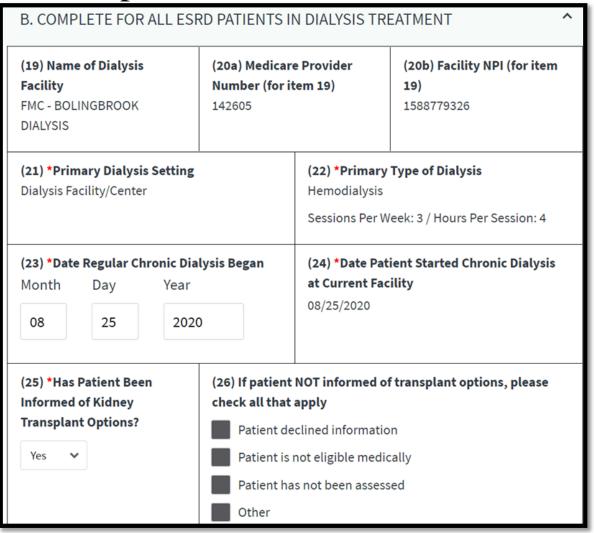
Select Next Accordion Section

Click on the desired section to expand and view.



CMS-2728 Section B

Review and complete Section B, as needed.



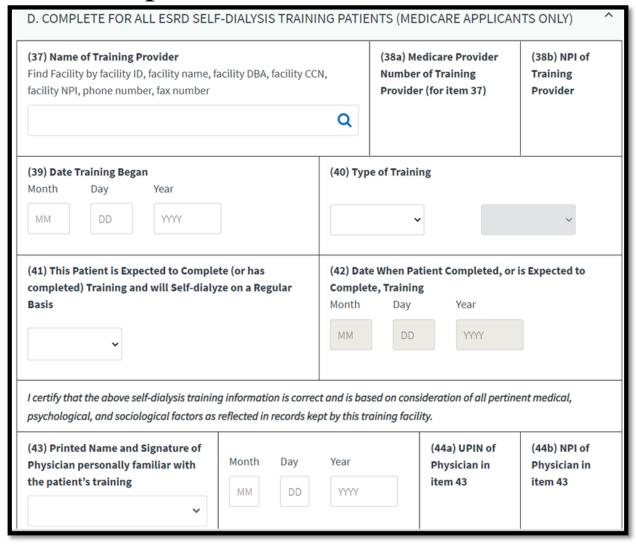
CMS-2728 Section C

Review and complete Section C, as needed.

C. COMPLETE FOR ALL KIDNEY TRANSPLANT PATIENTS						
(27) *Date of Transplant	(28) Name of Transplant Hospital					
(29a) Medicare Provider Number for Item 28	(29b) Facility NPI for Item 28					
Date patient was admitted as an inpatient to a hospital in preparation for, or anticipation of, a kidney transplant prior to the date of actual transplantation.						
(30) Enter Date	(31) Name of Preparation Hospital					
(32a) Medicare Provider Number for Item 31	(32b) Facility NPI for Item 31					
(33) *Current Status of Transplant (if Functioning, skip items 35 and 36)	(34) *Type of Donor					
(35) If Non-Functioning, Date of Return to Regular Dialysis	(36) Current Dialysis Treatment Site					

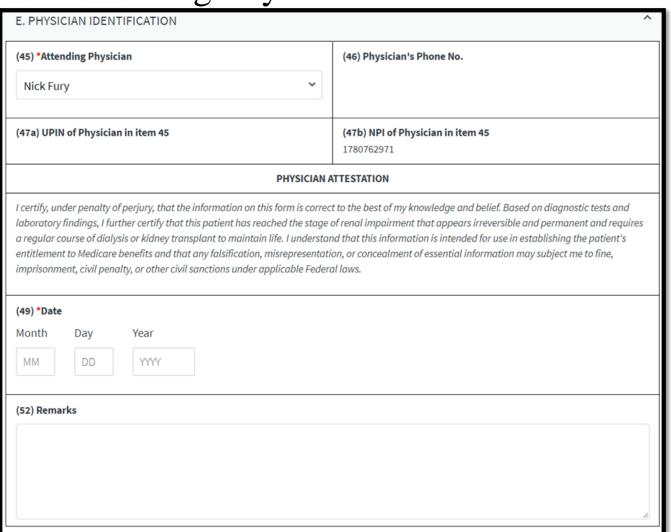
CMS-2728 Section D

Review and complete Section D, as needed.



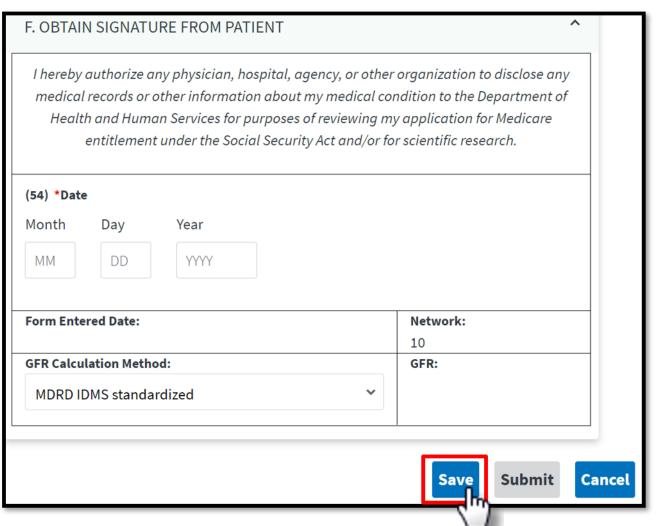
CMS-2728 Section E

Select the Attending Physician.



Click Save

Select the GFR Calculation Method and click Save.



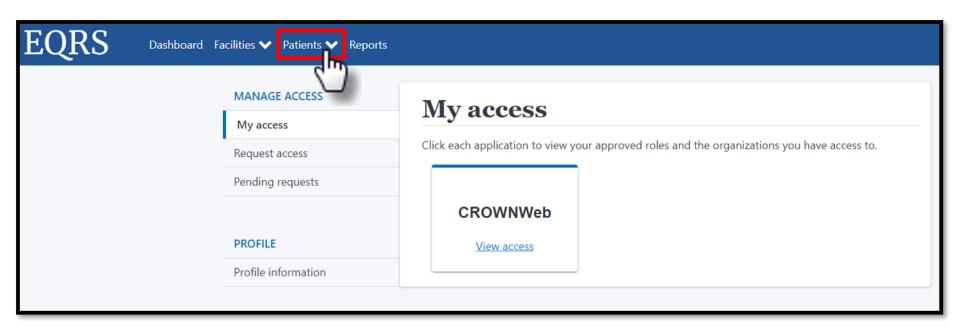
Select Print

EQRS displays the "Successfully saved form 2728" message. Click the Print link.



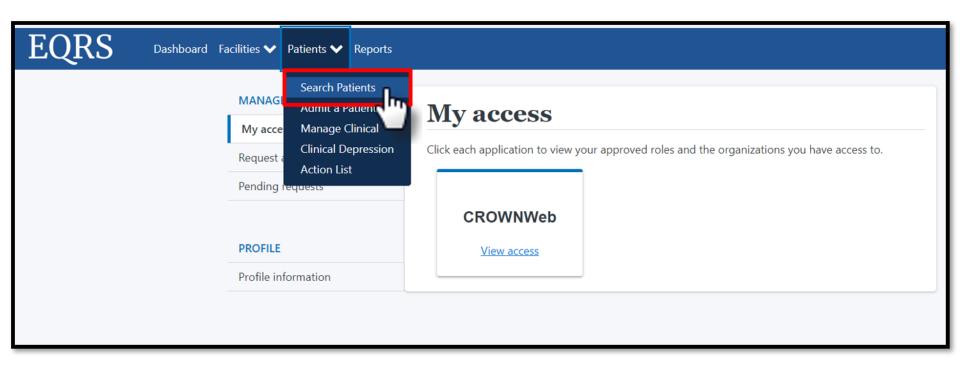
Form Signed: Click Patients

Click Patients in the navigation menu.



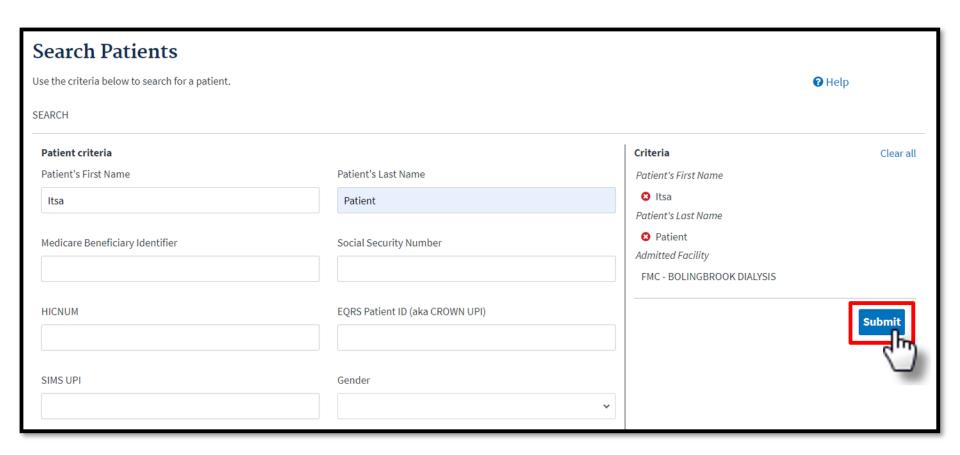
Click Search Patients

Click Search Patients in the Patients sub-menu.



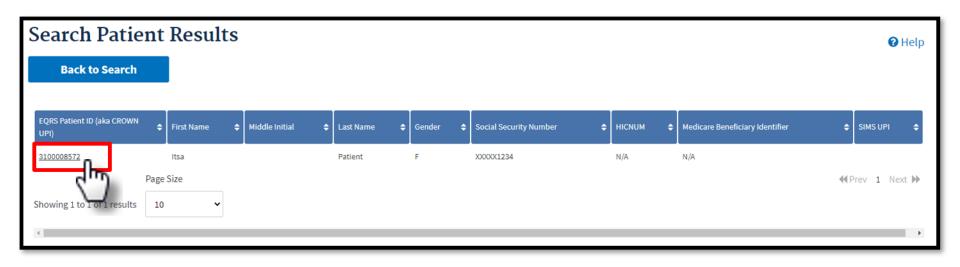
Enter Search Criteria

Enter search criteria to locate patient and click Submit.



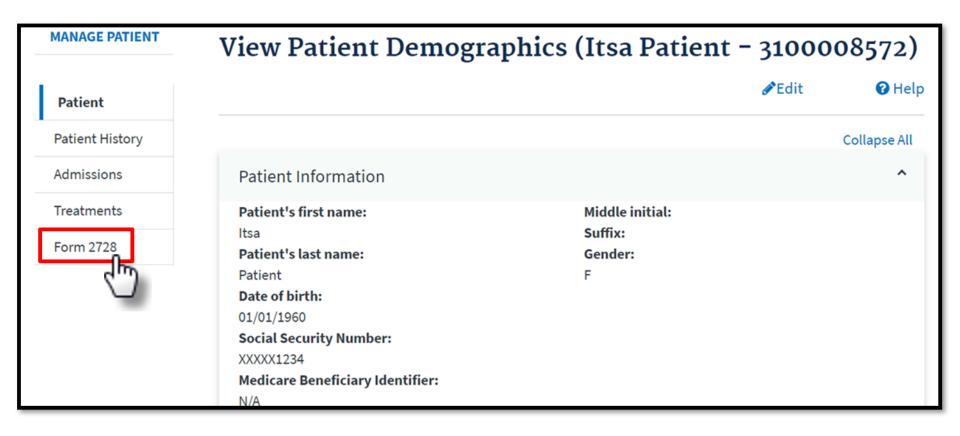
Click EQRS Patient ID

Click the EQRS Patient ID.



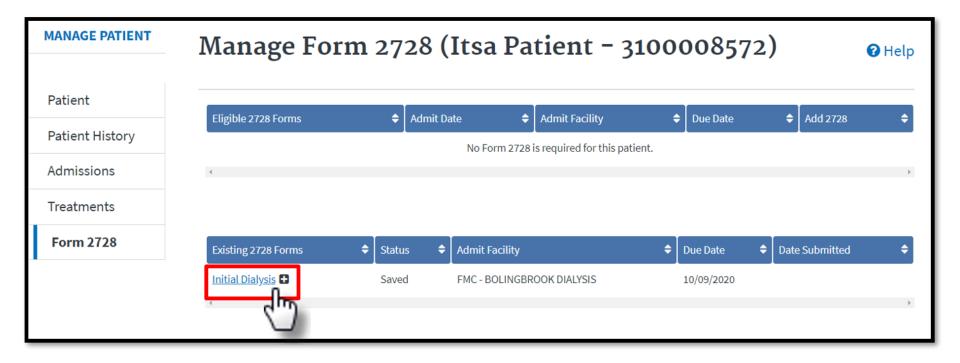
Click Form 2728

View the patient's demographics and click the Form 2728 link.



Existing 2728 Forms: Initial Dialysis

Click the Initial Dialysis link.



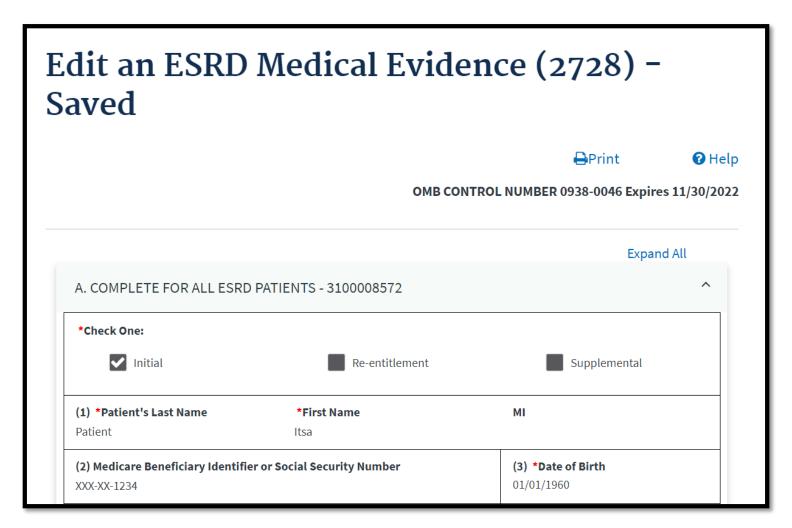
Click Edit

Click the Edit link.



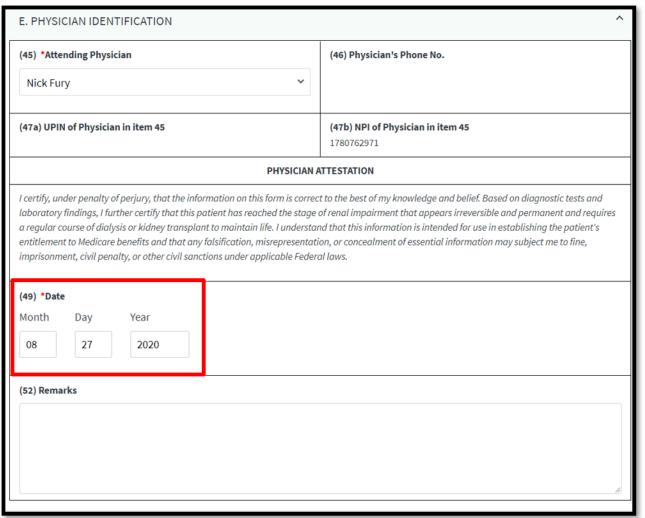
View Section E

Scroll down to Section E.



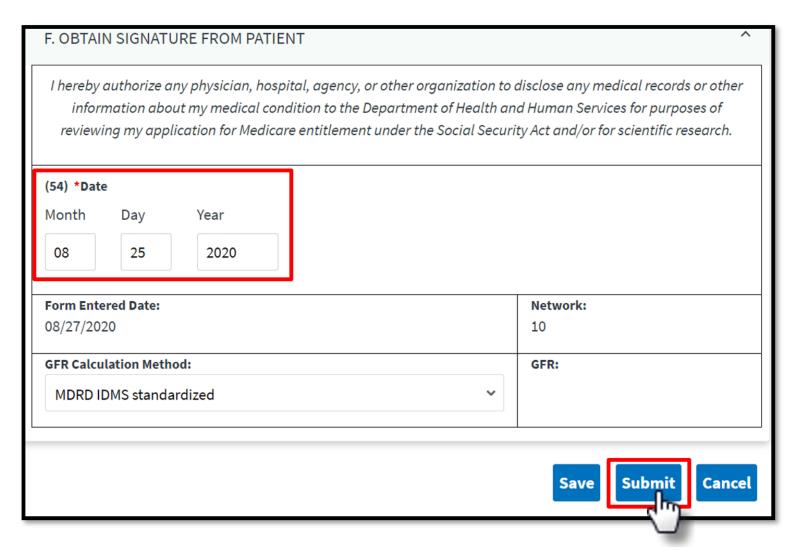
Enter Date Physician Signed

Enter the date the physician signed the form.



Enter Date Patient Signed and Submit

Enter the date the physician signed the form and click Submit.



Successful Submission

EQRS displays the "Successfully submitted form 2728" message.



Pop Quiz

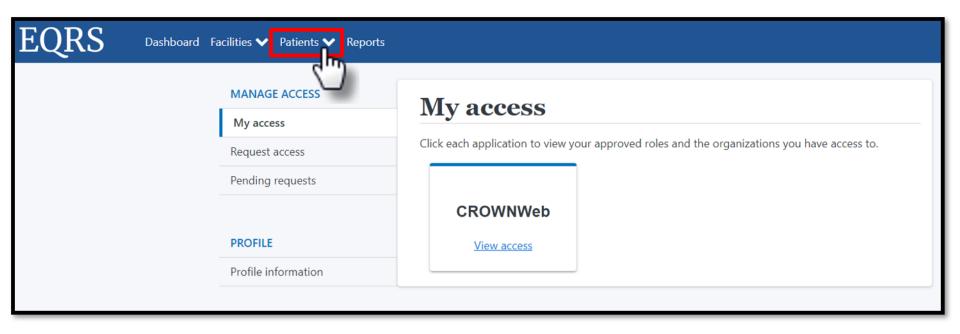




Add Treatment Information

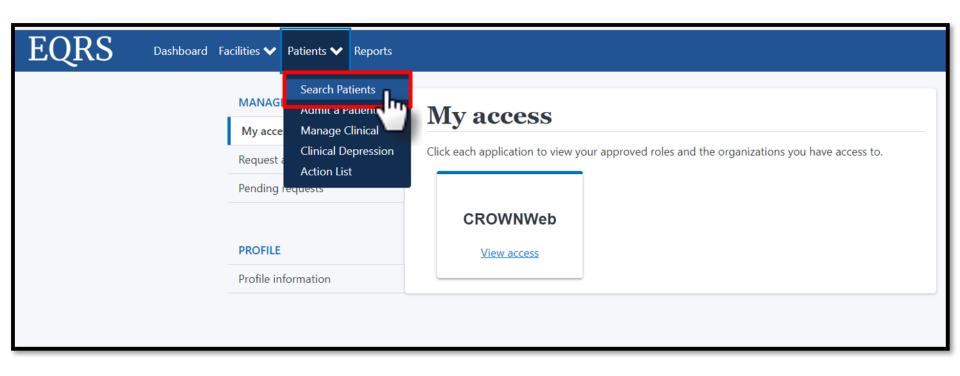
Click Patients

Click Patients in the navigation menu.



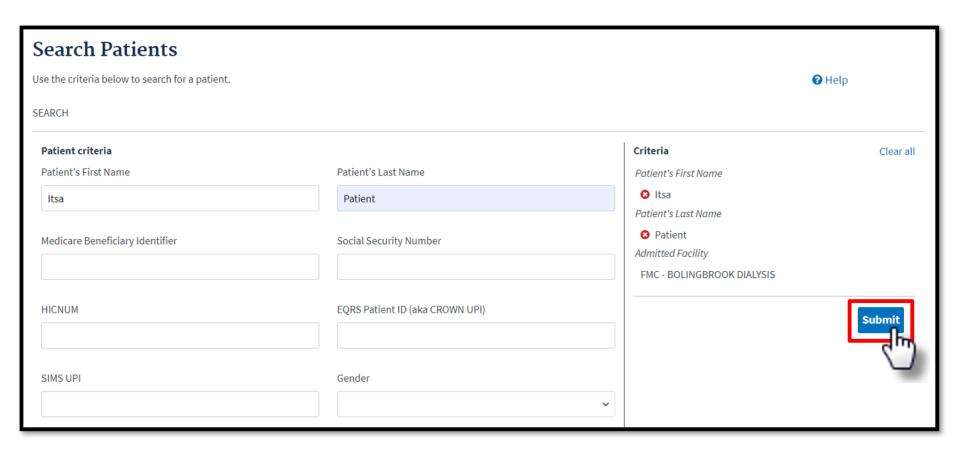
Click Search Patients

Click Search Patients in the Patients sub-menu.



Enter Search Criteria

Enter search criteria to locate patient and click Submit.



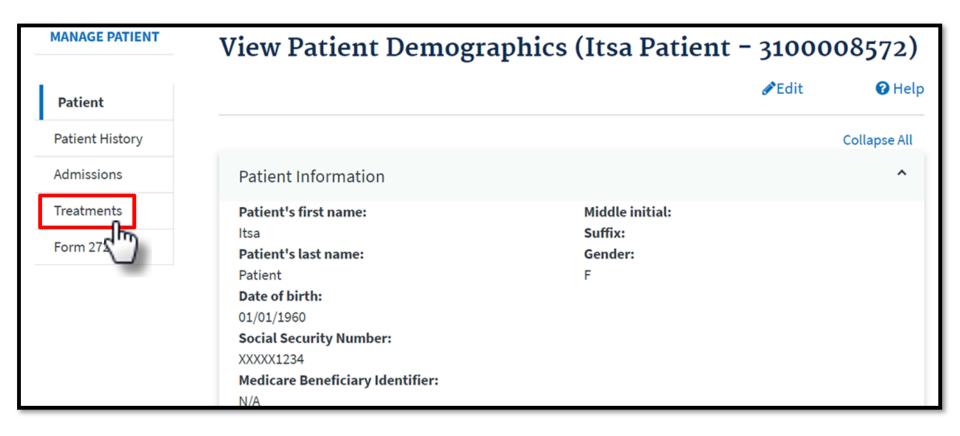
Click EQRS Patient ID

Click the EQRS Patient ID.



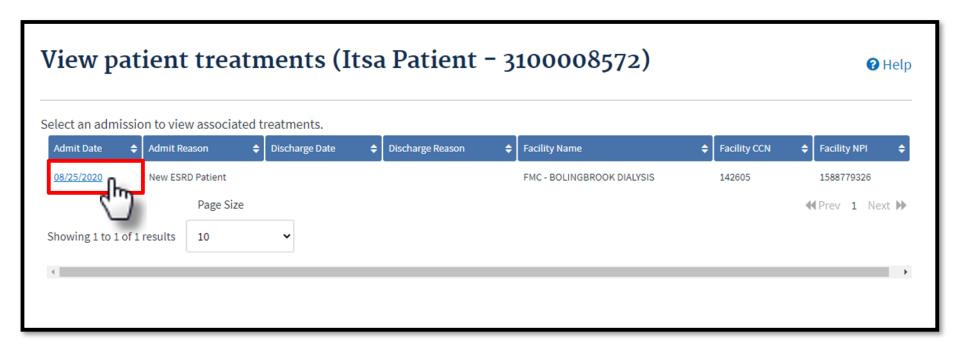
Click Treatments

View the patient's demographics and click the Treatments link.



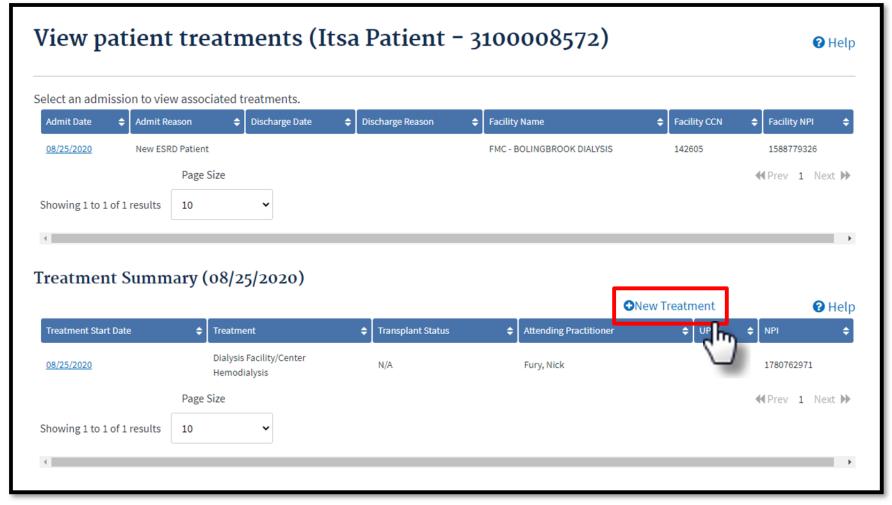
Click Admit Date

Click the Admit Date link.



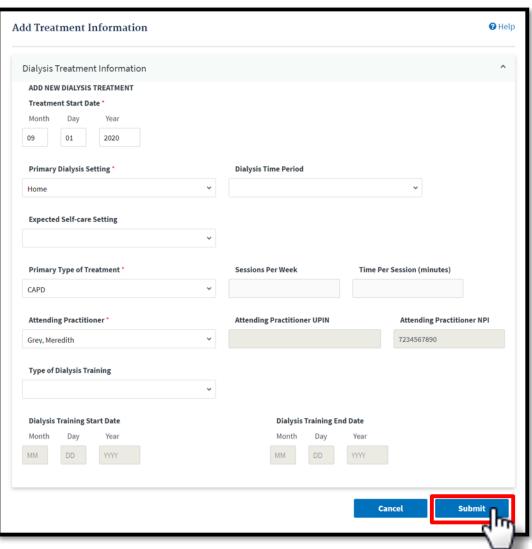
Click New Treatment

Click the New Treatment link.



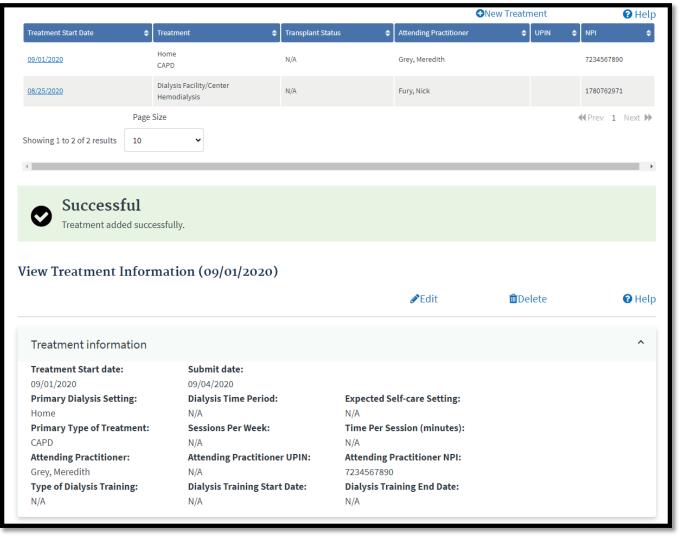
Submit New Treatment

Enter the new treatment information. Click Submit.



Successful Submission

EQRS displays the "Treatment added successfully" message.

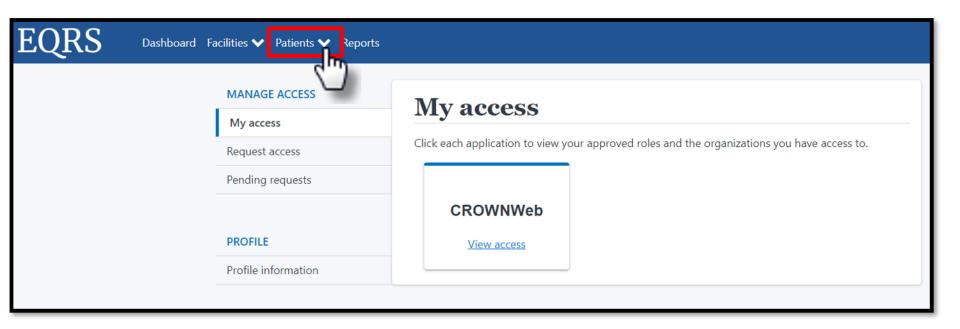




Enter Clinical Information

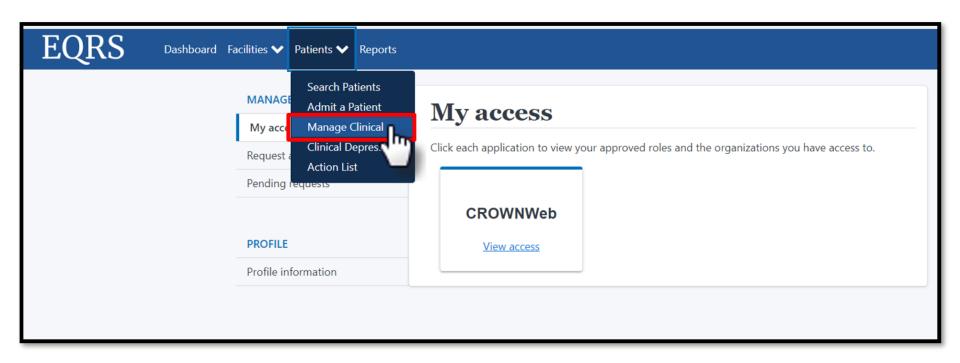
Click Patients

Click Patients in the navigation menu.



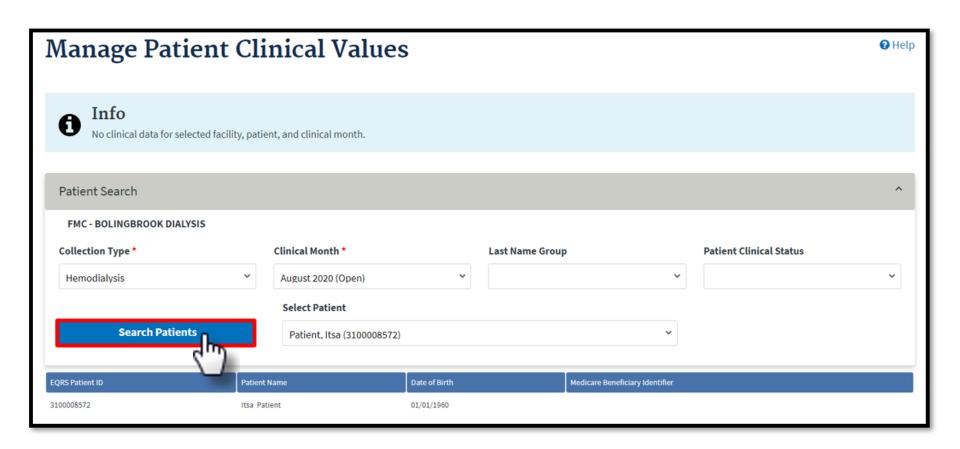
Click Manage Clinical

Click Manage Clinical in the Patients sub-menu.



Patient Search

Select the search criteria for the desired patient and click Search Patients.



Set Common Lab Test Date

Indicate the Common Lab Test Date to support data reporting efforts.

Status:	Common Lab Test Date: mm/dd/yyyy						
	Month Day Year 08 26 2020 Apply						

Enter Anemia Management

Review and enter Anemia Management data, as needed.

Anemia Management			
Hemoglobin (Hgb) (g/dL) *	Month	Day	Year
10.0	08	26	2020
Ferritin (ng/mL) *	Month	Day	Year
2000	08	26	2020
Iron Saturation (TSAT) (%) *	Month	Day	Year
60	08	26	2020
Reticulocyte Hemoglobin (CHr) (pg) *	Month	Day	Year
30	08	26	2020

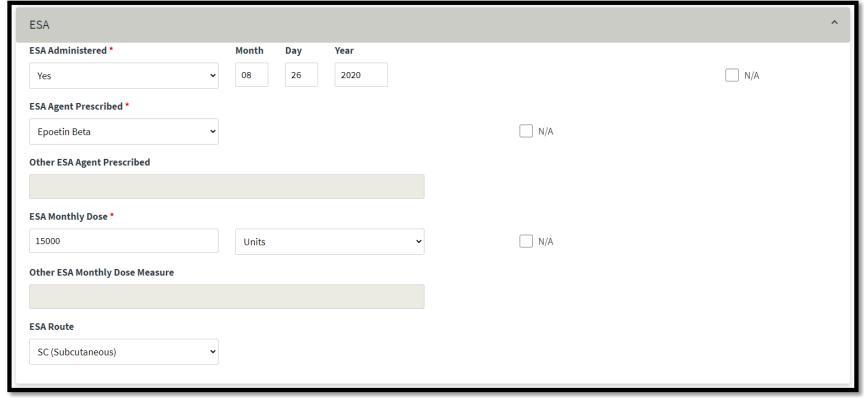
Erythropoietin Stimulating Agents (ESA)

Review and provide ESA data, as needed.

ESA Date = Date of the most recent prescription

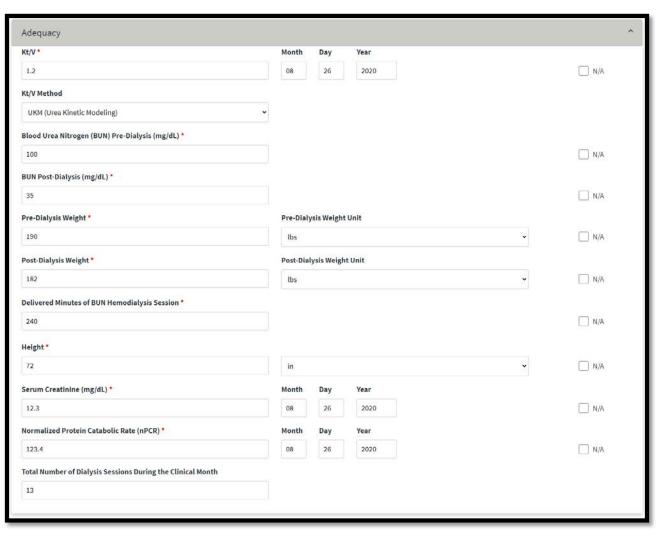
ESA Monthly Dose:

- In-center Patients = Amount administered
- Home Patients = Amount prescribed



Enter Adequacy

Review and enter Adequacy data, as needed.



Add Ultrafiltration

Review and add Ultrafiltration data, as needed.

Ultrafilt	Ultrafiltration ^													
							? Help							
Session UF	Session UF ID Session UF		Session UF Pre-Dialysis Weight	Session UF Post-Dialysis Weight	Session UF Delivered Minutes	Edit De	ete							
310000108	31000010863 08/28/2020 19		192 lbs	185 lbs	240		ŵ							
310000108	362	08/25/2020	191 lbs	186 lbs	240		â							
Session U Month		Yet Assigned Year 2020	Session UF Pre-Dialysis Weigl	lbs	•									
Session U	UF Post-Di	alysis Weight		Session UF Delivered Minutes										
183			lbs	240										
A	dd Ihr		Reset	Cancel										

Enter Medication Reconciliation

Review and enter Medication Reconciliation data, as needed.



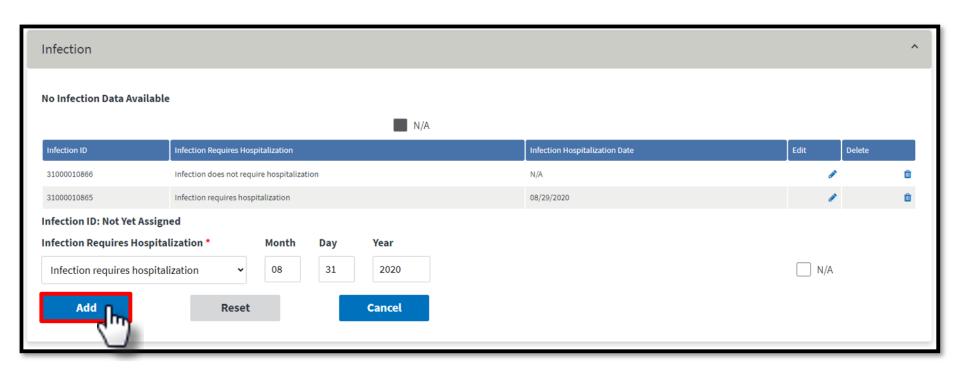
Enter Mineral Metabolism

Review and enter Mineral Metabolism data, as needed.

Mineral Metabolism					
Phosphorus (mg/dL) *	Month	Day	Year		
10	08	26	2020		□ N/A
Phosphorus Method					
Serum	•				
Uncorrected Calcium (mg/dL) *	Month	Day	Year		
10.0	08	26	2020		□ N/A
Corrected Calcium (mg/dL) *	Month	Day	Year		
7.5	08	26	2020		□ N/A
Serum Albumin (g/dL) *	Month	Day	Year		
3.5	08	26	2020		□ N/A
Serum Albumin Lower Limit (g/dL)					
2.7				N/A	
Serum Albumin Lab Method					
BCG	•			N/A	

Add Infection

Review and add Infection data, as needed.



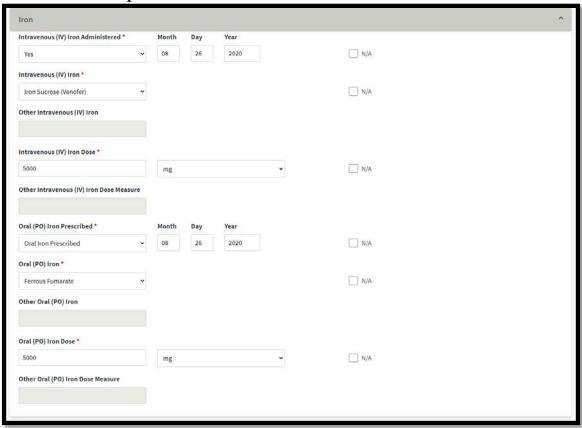
Enter Iron

Review and enter Iron data, as needed.

Iron Date = Date of the most recent prescription

Iron Dose:

- In-center Patients = Amount administered
- Home Patients = Amount prescribed



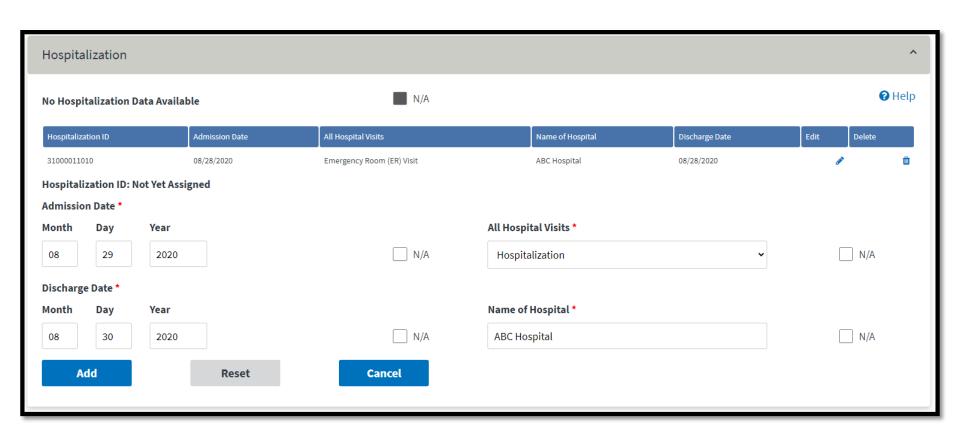
Enter Fluid Weight Management

Review and enter Fluid Weight Management data, as needed.



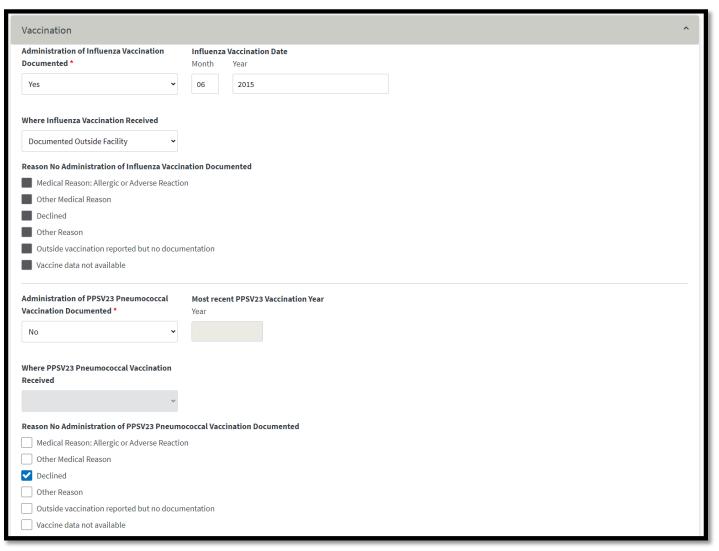
Enter Hospitalization

Review and enter Hospitalization data, as needed.



Enter Vaccination

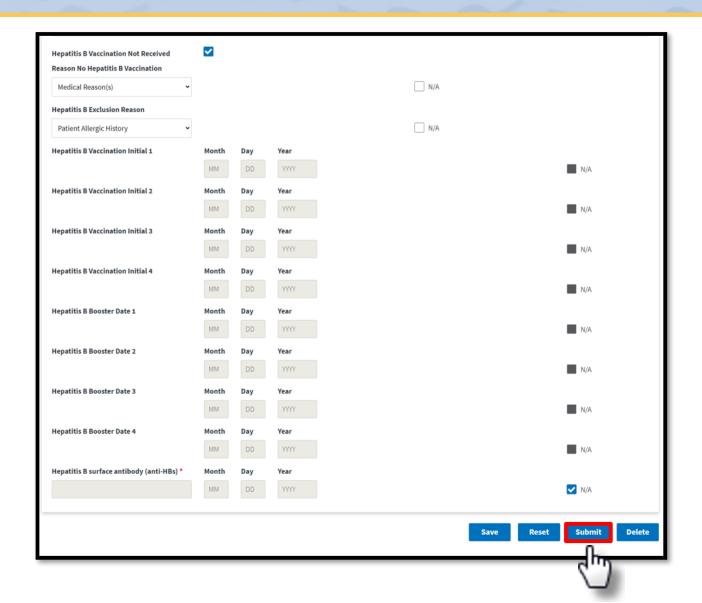
Review and enter Vaccination data, as needed.



Enter Vaccination (continued)

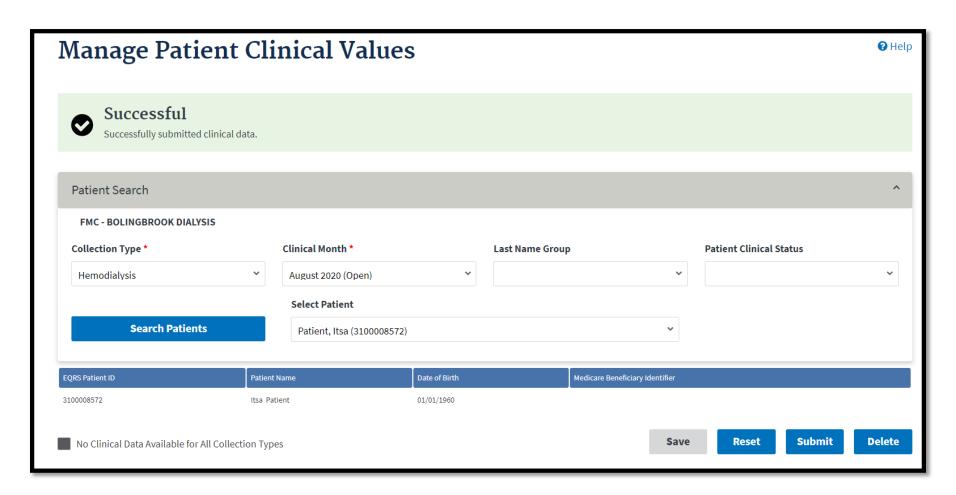


Enter Vaccination (continued)



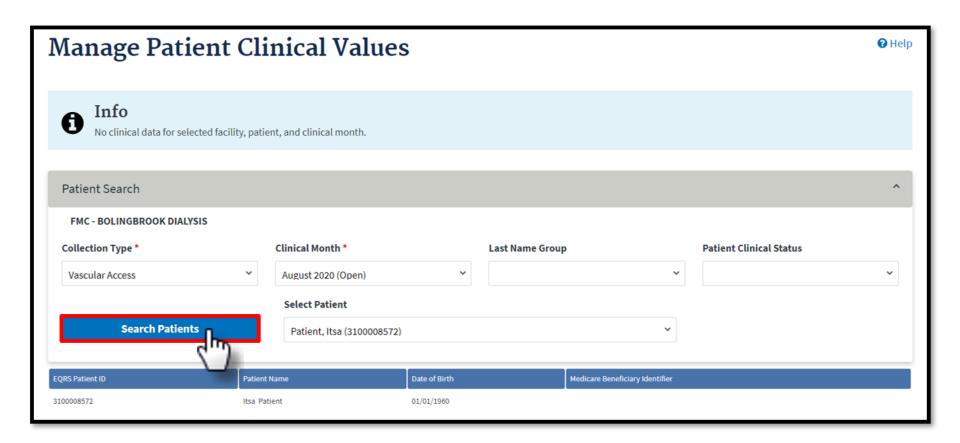
Successful Submission

EQRS displays the "Successfully submitted clinical data" message.



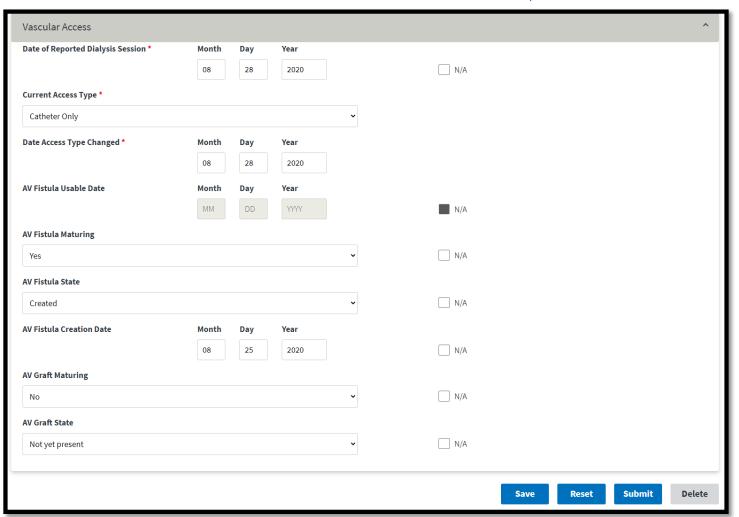
Vascular Access: Patient Search

Search for the desired patient by clicking Search Patients.



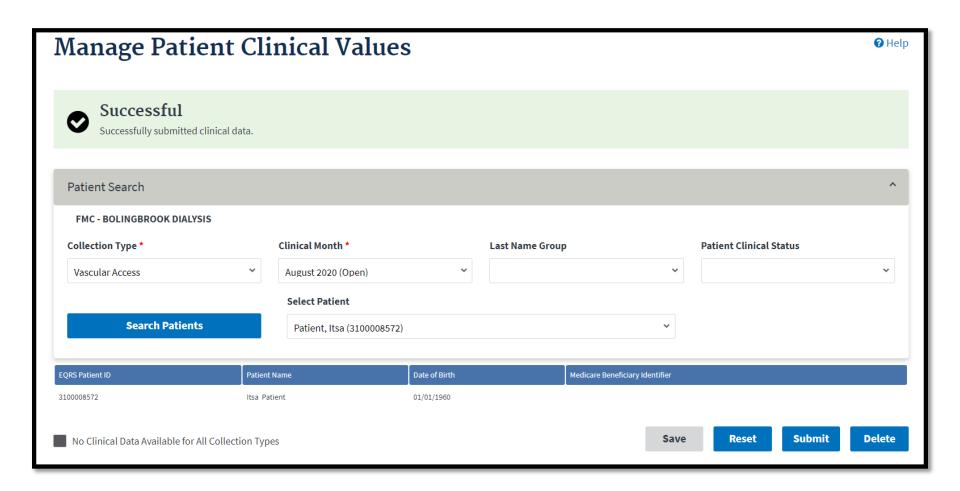
Vascular Access: Indicate Access

Review and enter Vascular Access data, as needed.



Vascular Access: Submission

EQRS displays the "Successfully submitted clinical data" message.



Pop Quiz

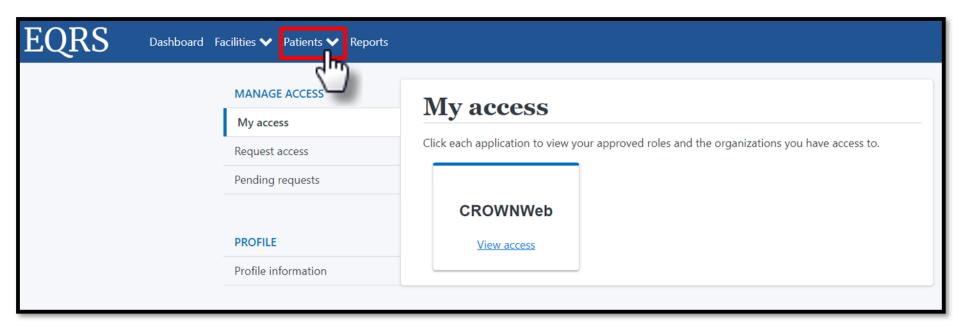




Enter Clinical Depression Data

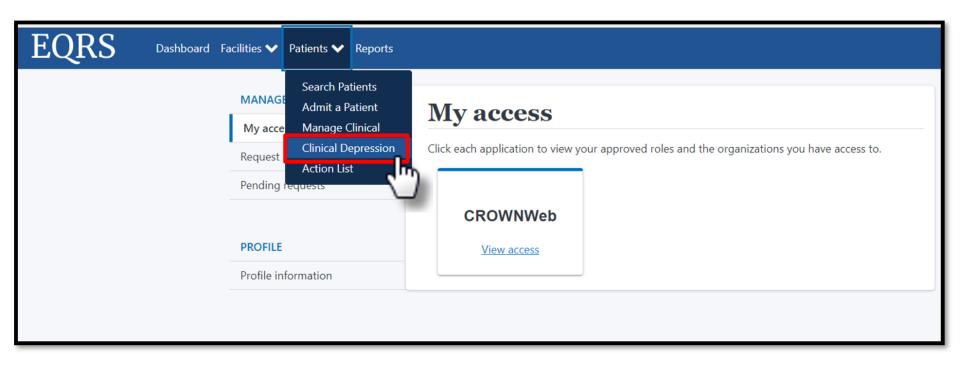
Click Patients

Click Patients in the navigation menu.



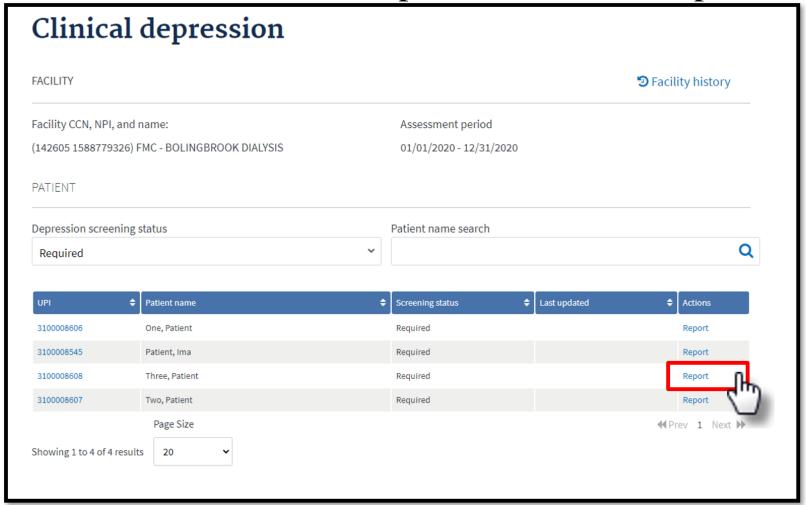
Click Clinical Depression

Click Clinical Depression in the Patients sub-menu.



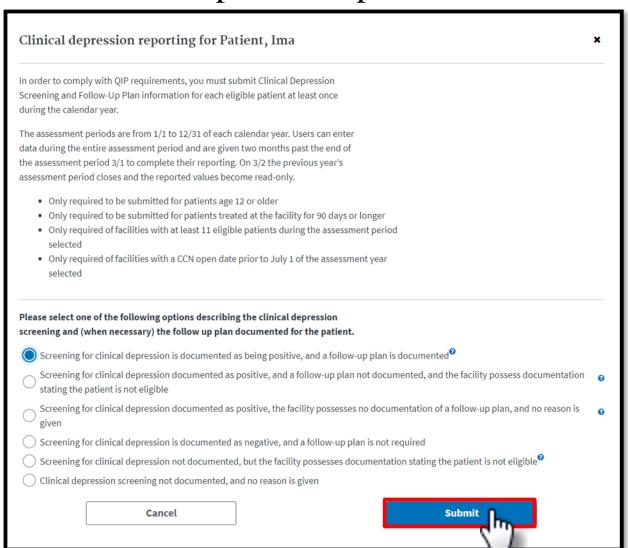
Click Report

Review the list and click Report for the desired patient.



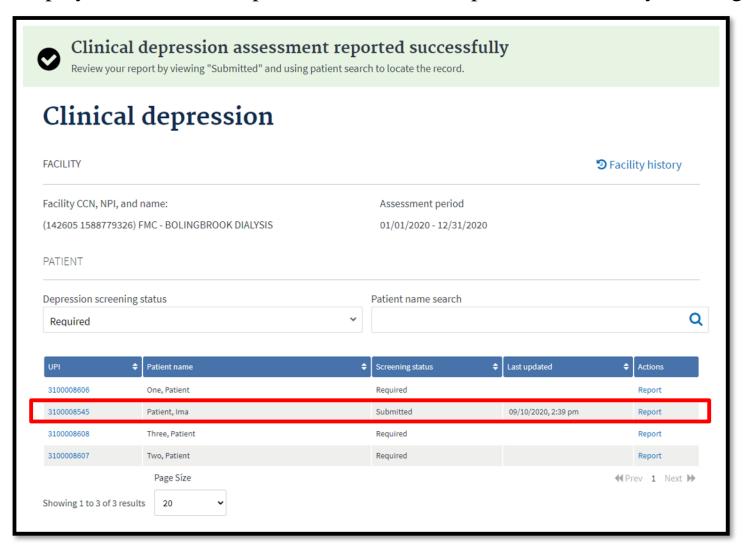
Submit Clinical Depression

Review the Clinical Depression options and click Submit.



Successful Submission

EQRS displays the "Clinical depression assessment reported successfully" message.

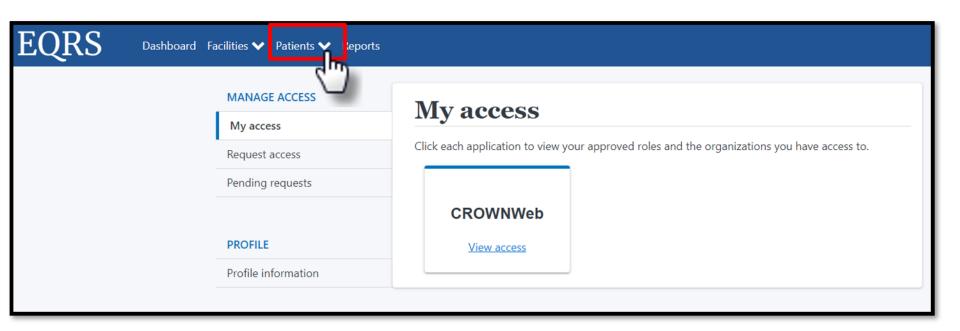




Discharge a Patient

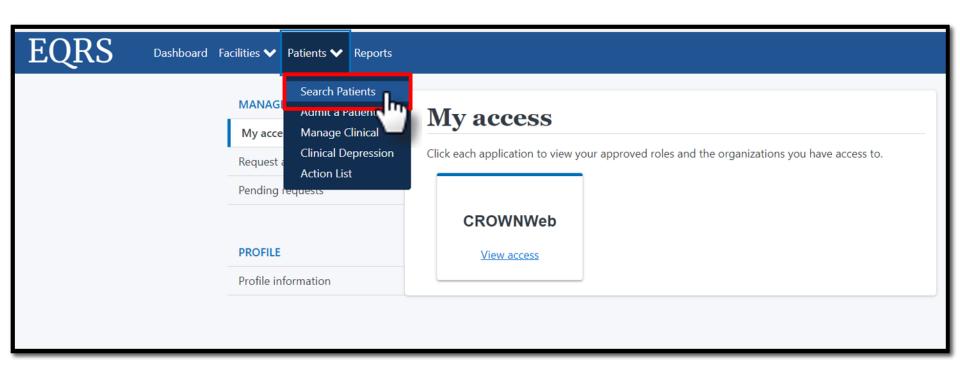
Click Patients

Click Patients in the navigation menu.



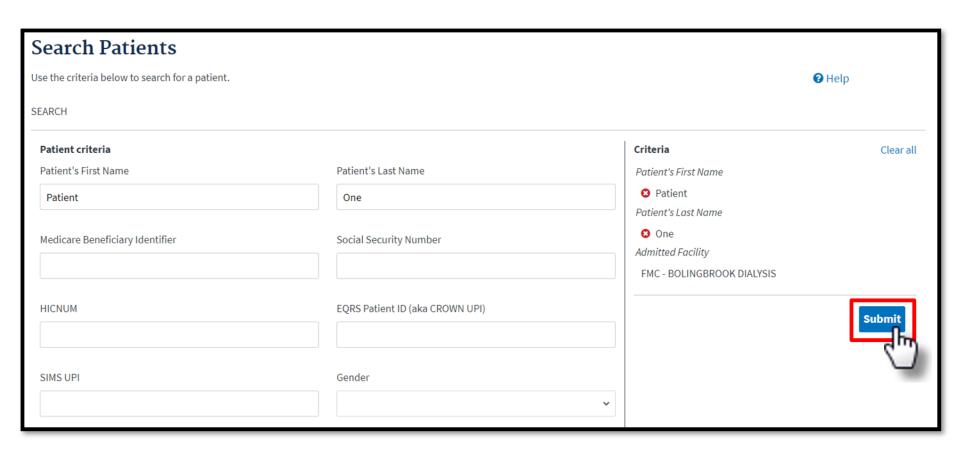
Click Search Patients

Click Search Patients in the Patients sub-menu.



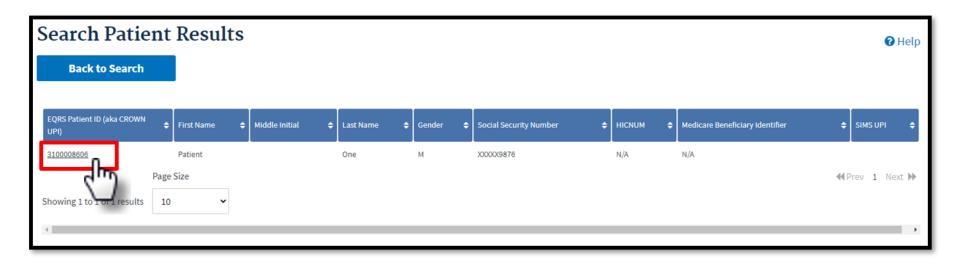
Enter Search Criteria

Enter search criteria to locate patient. Click Submit.



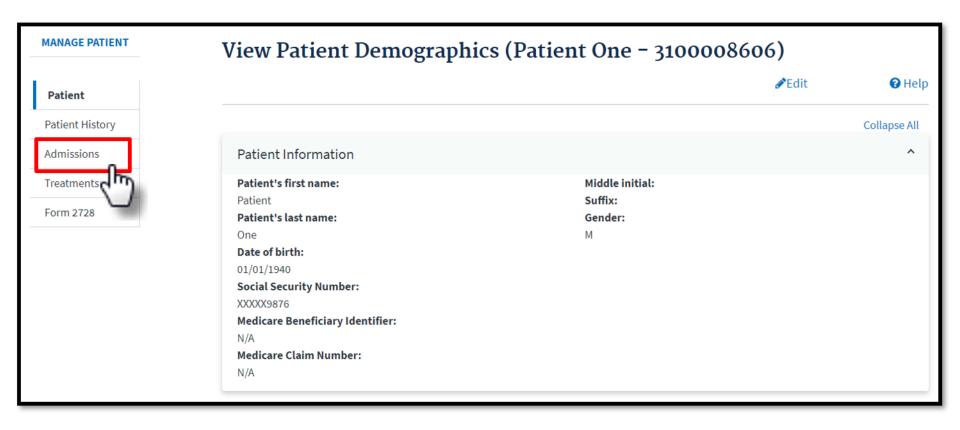
Click EQRS Patient ID

Click the EQRS Patient ID.



Click Admission

View the patient's demographics and click the Admissions link.



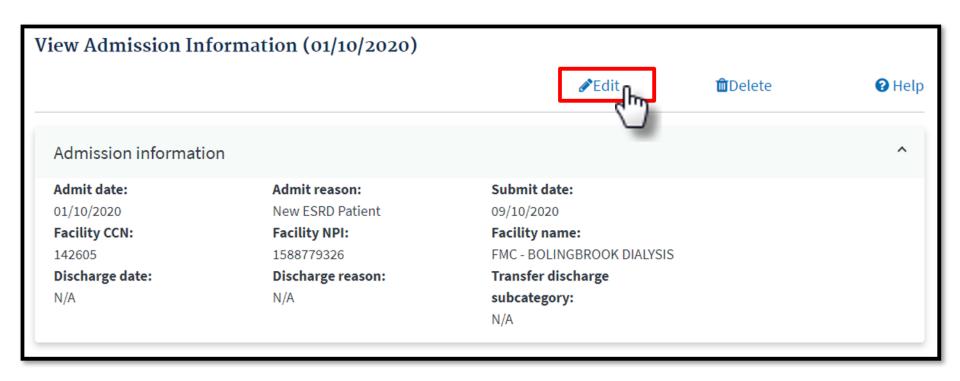
Click Admit Date

Click the Admit Date link.



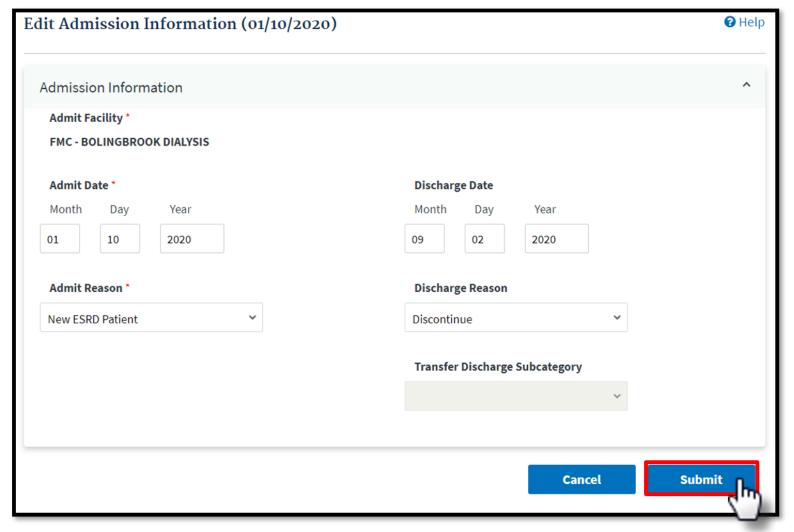
Click Edit

Review the Admission Information and click the Edit link.



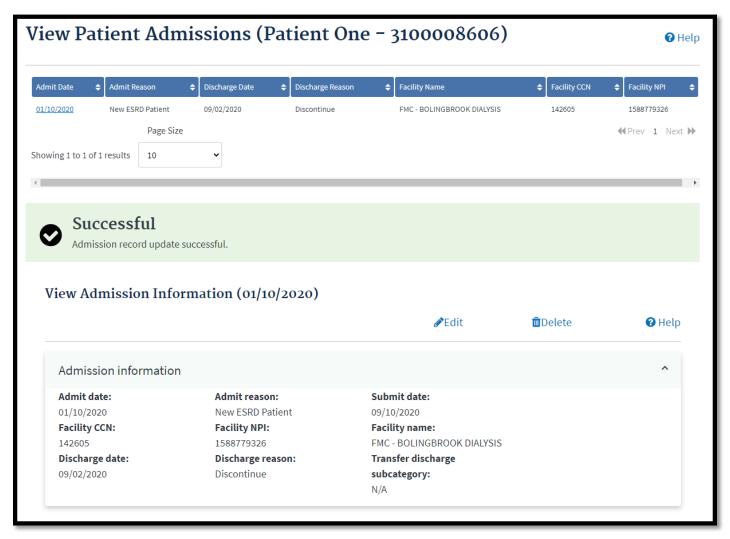
Click Submit

Enter the discharge information and click Submit.



Successful Submission

EQRS displays the "Admission record update successful" message.

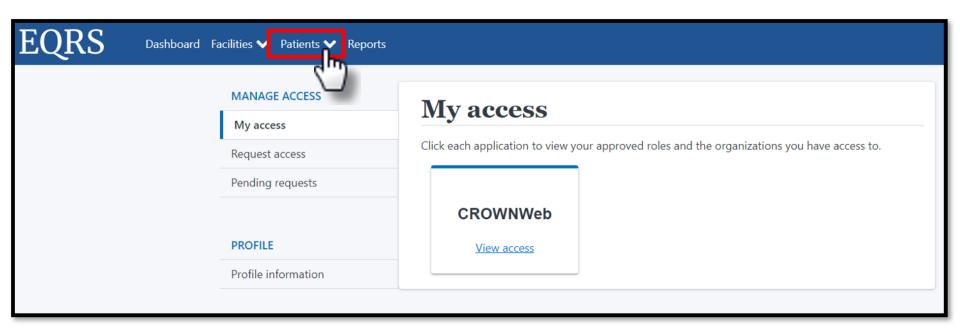




Complete a CMS-2746 Form

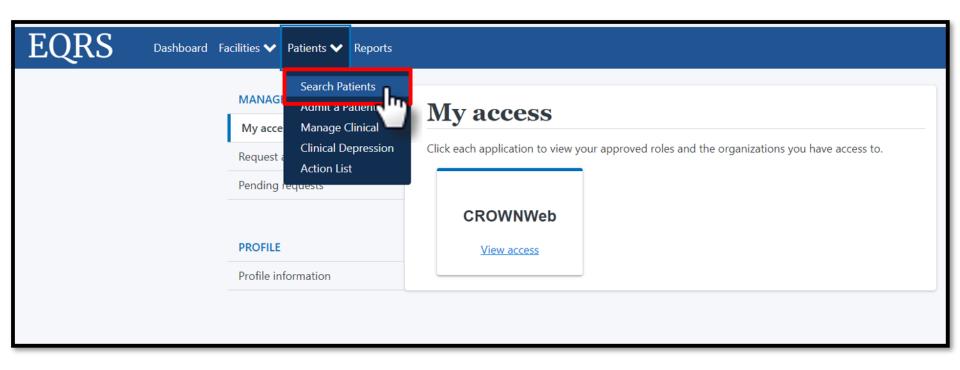
Click Patients

Click Patients in the navigation menu.



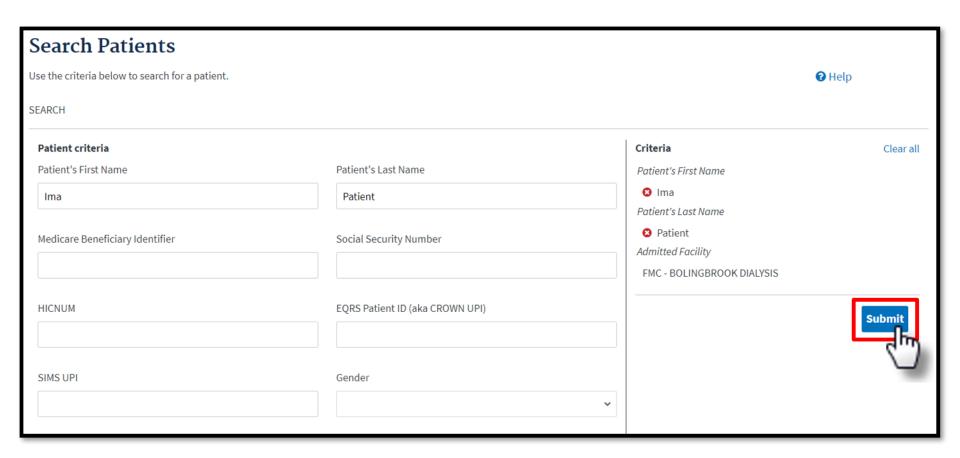
Click Search Patients

Click Search Patients in the Patients sub-menu.



Enter Search Criteria

Enter search criteria to locate patient. Click Submit.



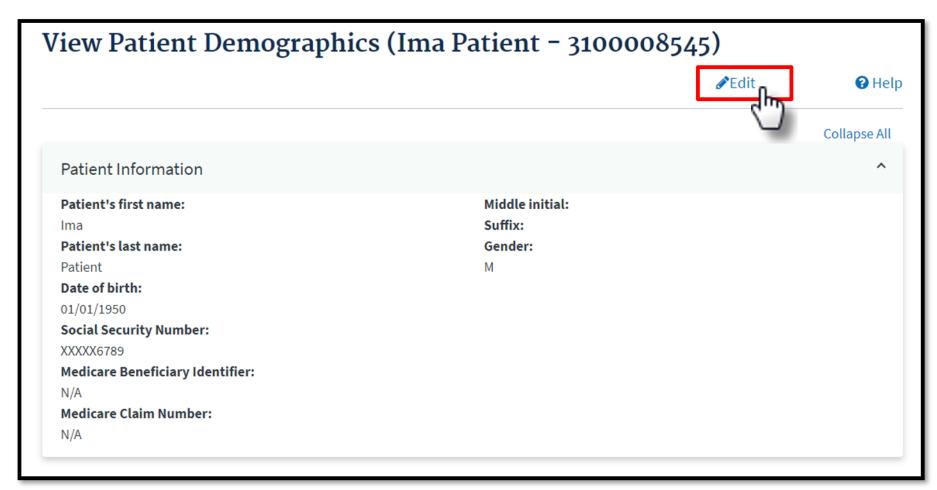
Click EQRS Patient ID

Click the EQRS Patient ID.



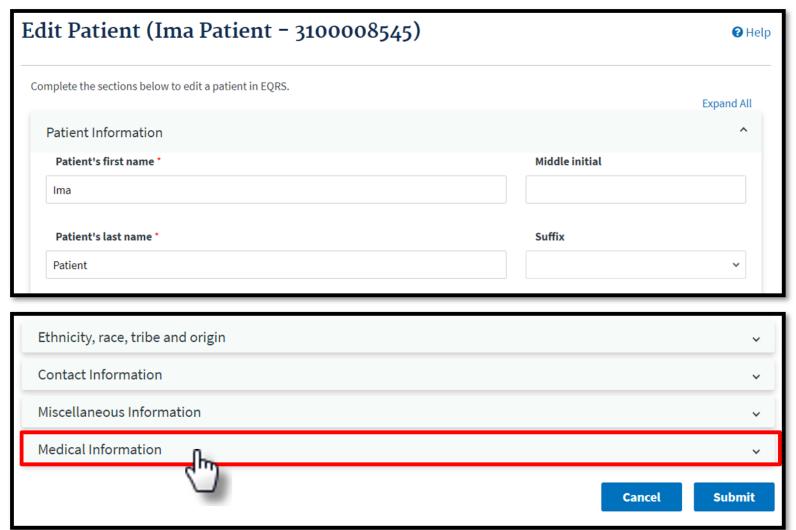
Click Edit

View the patient's demographics and click the Edit link.



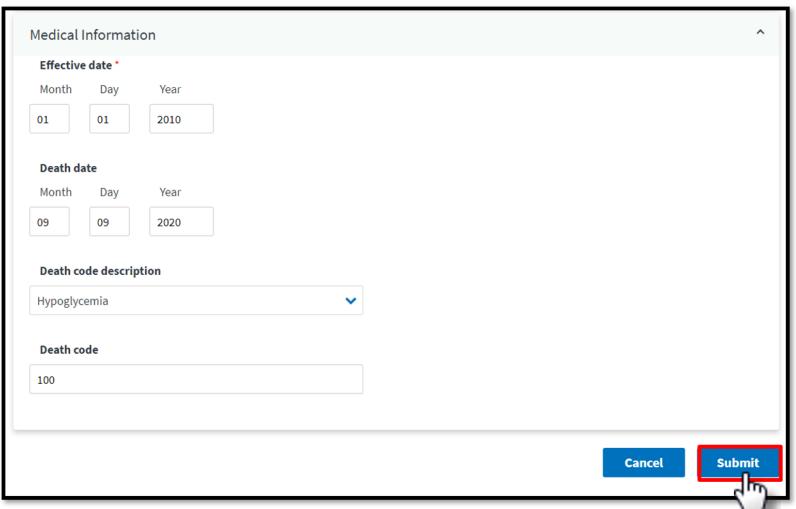
Click Medical Information

Expand the Medical Information section to enter the death information.



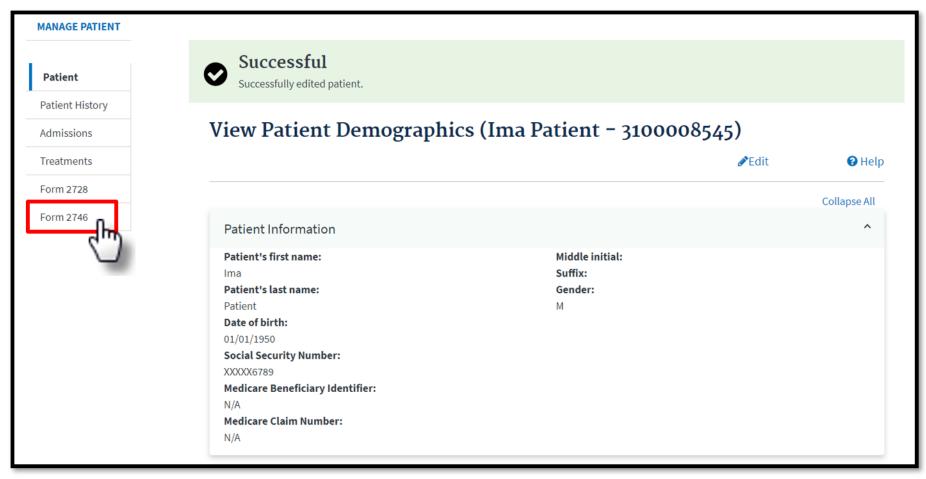
Click Submit

Indicate the date and cause of death. Click Submit.



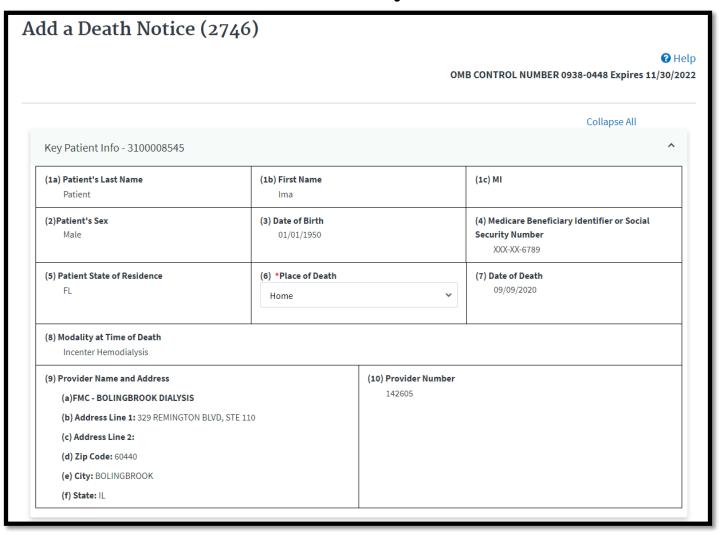
Click Form 2746

Click the Form 2746 link.



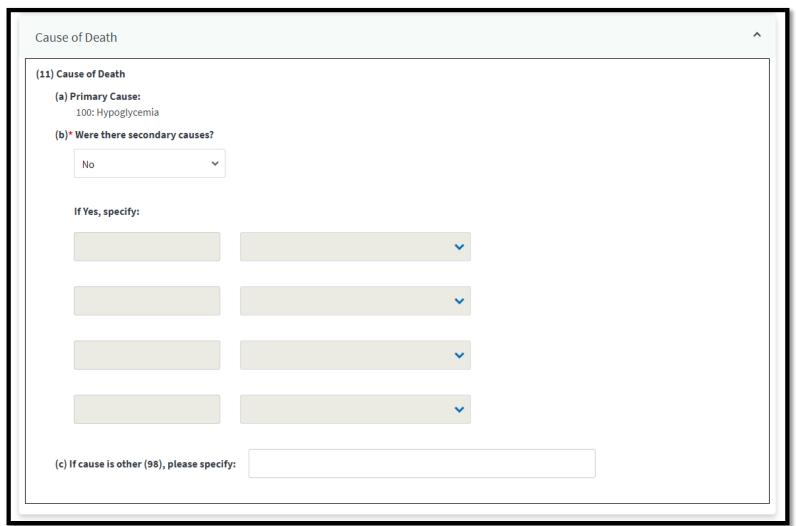
Indicate Key Patient Info

Review the form and indicate Key Patient Info, as needed.



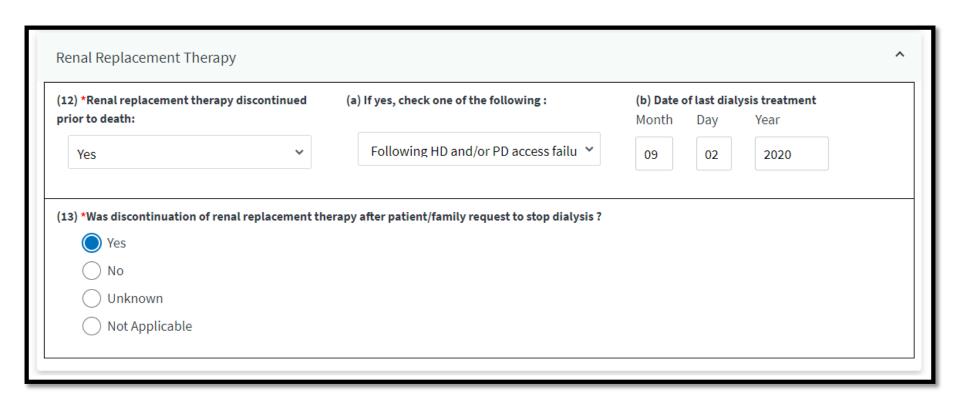
Review Cause of Death

Review the Cause of Death and indicate any Secondary Causes, as needed.



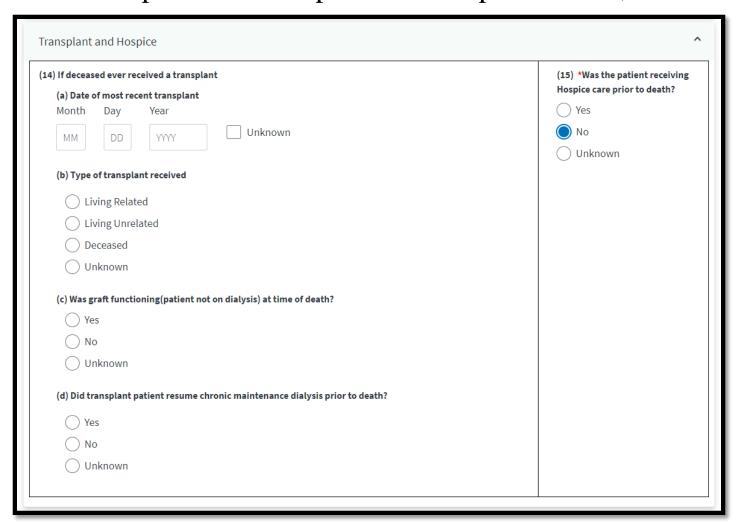
Indicate Renal Replacement Therapy

Review and complete the Renal Replacement Therapy section, as needed.



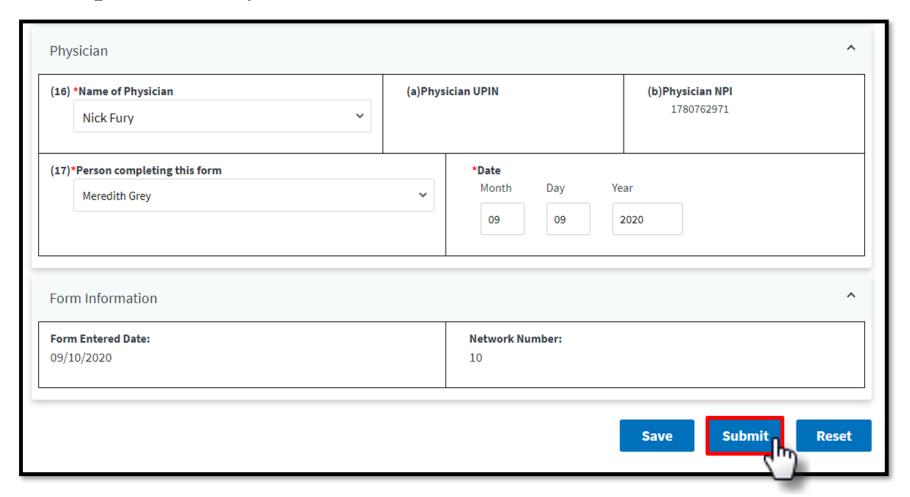
Indicate Transplant and Hospice Care

Review and complete the Transplant and Hospice section, as needed.



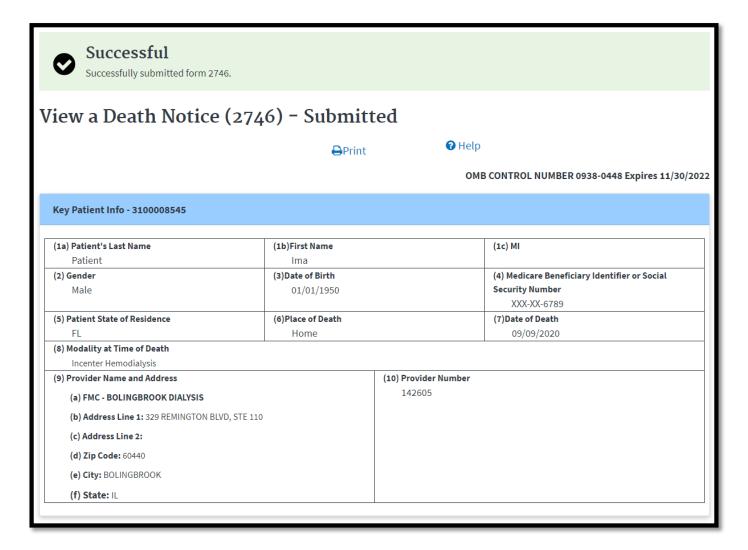
Click Submit

Complete the Physician section and click Submit.



Successful Submission

EQRS displays "Successfully submitted form 2746" message.



Pop Quiz





Resolve Accretions

What is an Accretion?

Accretion:

An ESRD patient identified in another CMS database that appears to be associated with your facility in the CMS database but is not currently admitted to your facility in EQRS.

Accepting an accretion walks you through admitting the patient to your facility in EQRS.

What Does Each Action Do?

You can take the following actions on accretions:

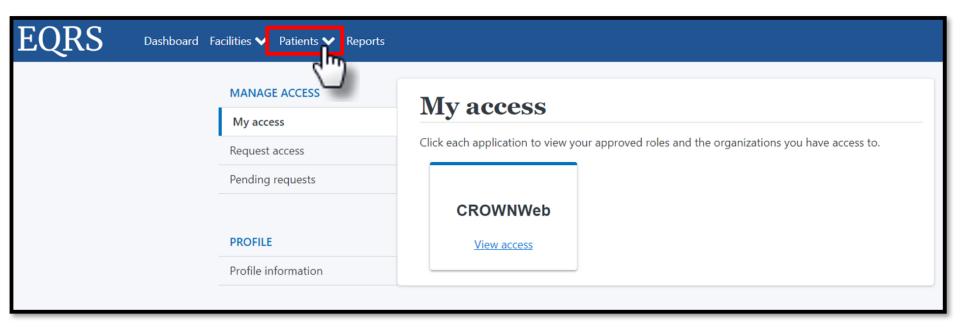
ACCEPT – You agree with the external source and will admit the patient to your facility in EQRS.

INVESTIGATE – This informs other users that the accretion is "under investigation" by you.

ESCALATE TO NETWORK – The patient is not in your facility. This option escalates the accretion to your network so they can reassign it to the correct facility.

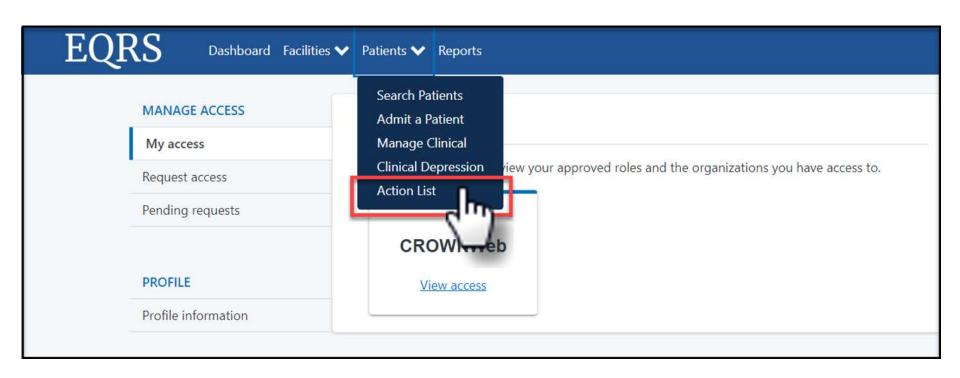
Click Patients

Click Patients in the navigation menu.



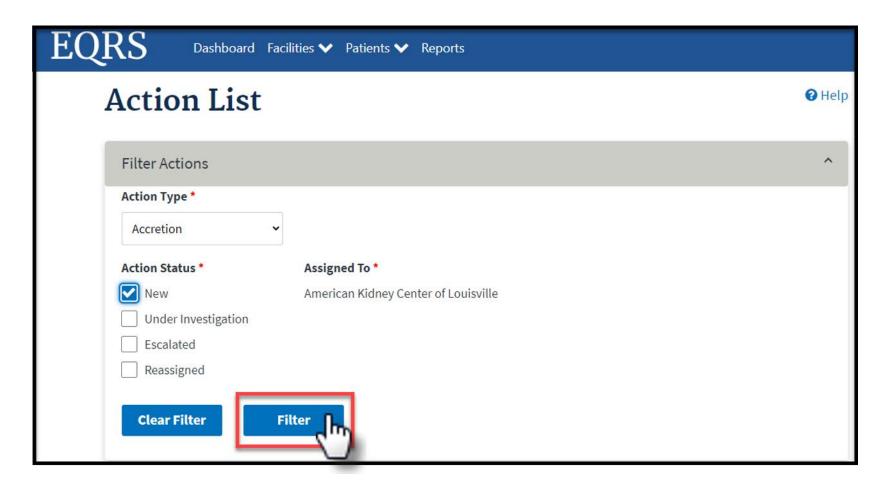
Click Action List

Click Action List in the Patients sub-menu.



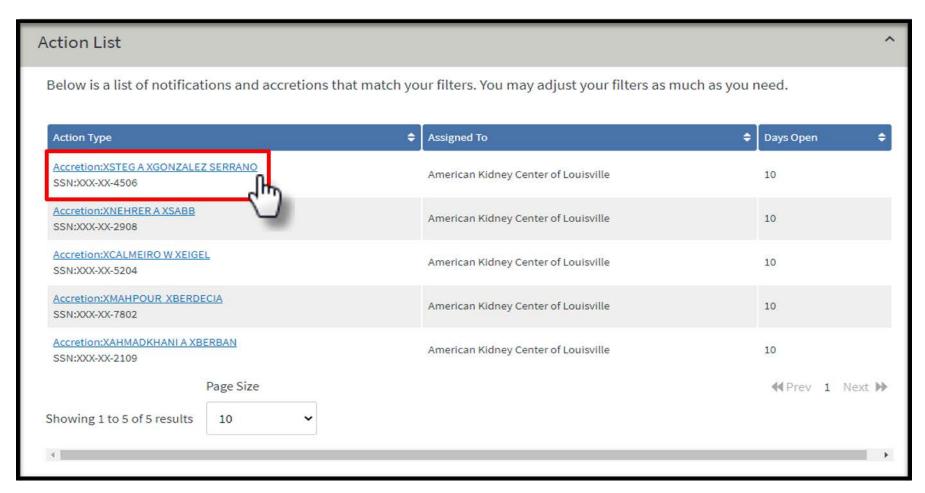
Enter Filter Actions

Enter action criteria to select Filter.



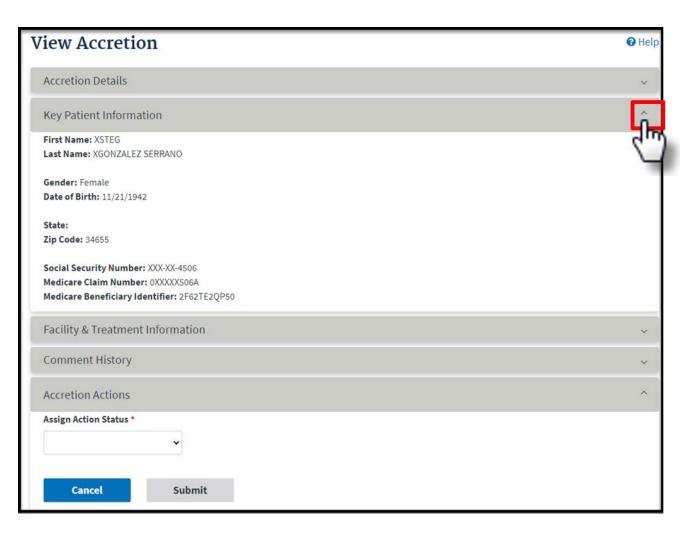
Click Accretion Link

Click the Accretion link in the Action Type section.



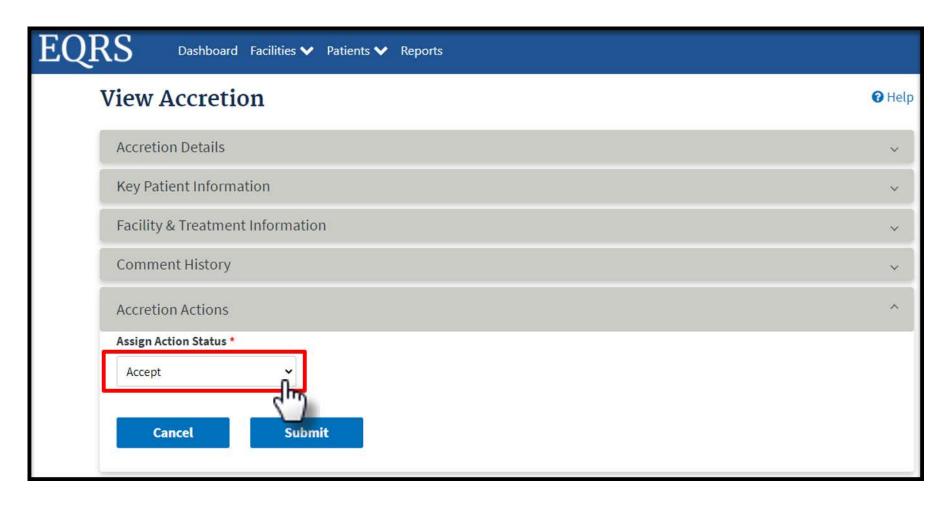
View Accretion

Click the accordion to view accretion information.



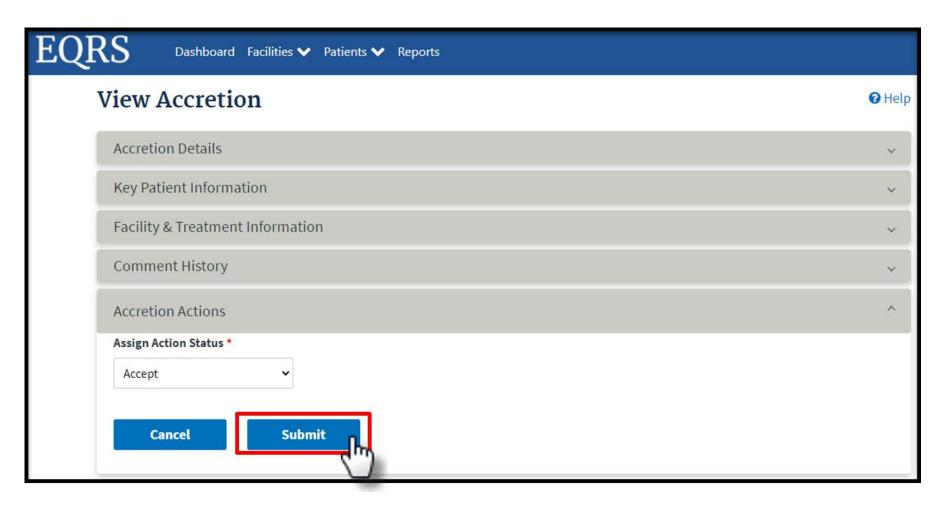
Accretion Accepted

Select Accept under the Assign Action Status to accept accretion.



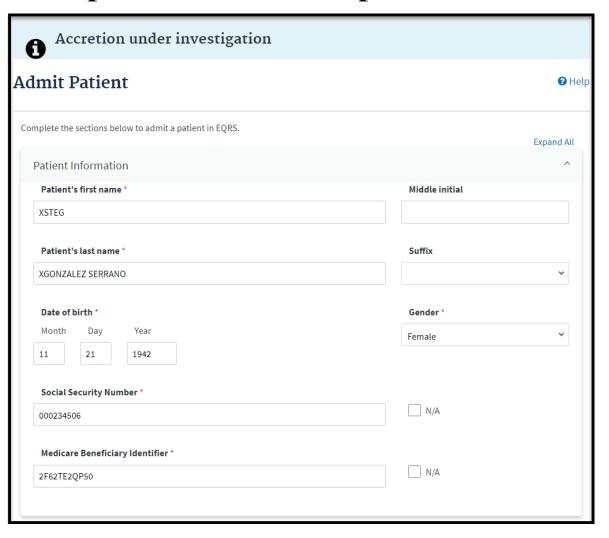
Submit Accretion

Click the Submit button to submit accretion.



Accretion: Admit Patient

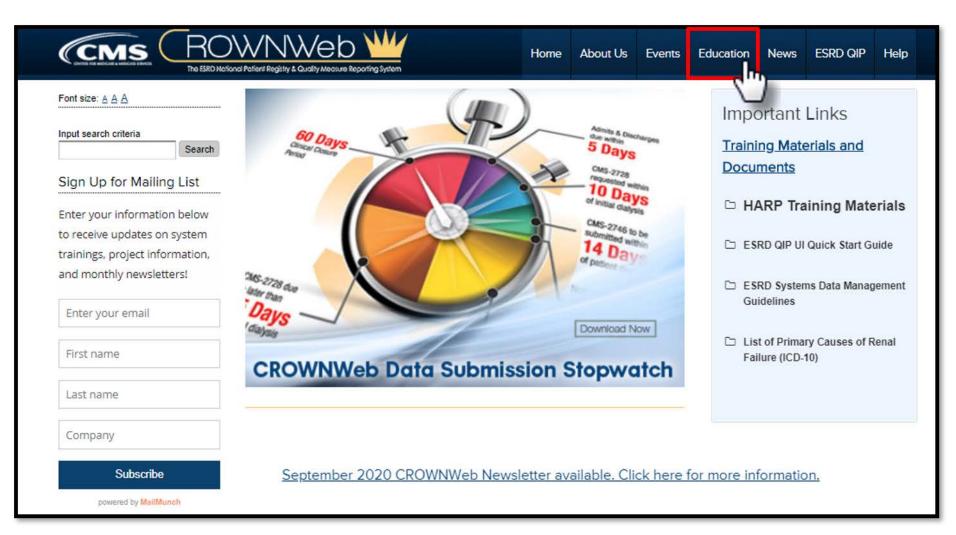
Complete the patient admission process.





Resources and Evaluation

www.MyCROWNWeb.org





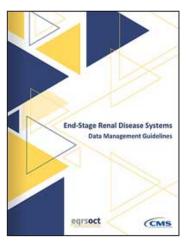
Font size: A A A

Input search criteria

Search

ESRD Systems Data Management Guidelines

ESRD Systems Data Management Guidelines <u>PDF</u> and online <u>ebook</u>.



Online Help Portal

Visit the CROWNWeb Help Portal to ask your questions directly to the Help Desk or the OCT staff.



Educational Resources



CROWNWeb Educational Resources

MyCROWNWeb offers many different training and educational tools to help new and experienced users of CROWNWeb. Please visit the pages listed below to find the best educational resources for you:



Virtual Training Calendar



Tutorials – CROWNWeb

CROWNWeb Resources:

- ★ CROWNWeb Training Videos
- ★ <u>CROWNWeb Data Submission</u> <u>Stopwatch</u>
- ★ CROWNWeb Online Help
- ★ CROWNWeb Quick Start Guides
- CROWNWeb Training Materials and Documents

HARP Training

- HARP Training
 - HARP Training Recording
 - ★ HARP Training PDF
 - ★ HARP Quick Start Guide

ESRD Quality Incentive Program:



The new End-Stage Renal Disease Quality Incentive Program (ESRD) Facility User Quick Start Guide is now

Evaluation and Certificate

Please evaluate this session.

The evaluation will pop up in your browser when the session ends.

Thank you.

