



February 2015



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Web Resources

CROWNWeb Help Me Form

HOW CAN WE HELP YOU TODAY?

- Technical Support
I know what the supposed to do, but something in CROWNWeb isn't working the way it is.
- Training Support
I don't know how to do something in CROWNWeb.
- Improving CROWNWeb
I have an idea how to make CROWNWeb better.
- Other
Something that doesn't fit in the three areas above.

Project CROWNWeb Website

CROWNWeb Online Training and Updates System

CMS Conditions for Coverage for ESRD Facilities

Manage Your QIMS Account

CROWNWeb Training Recordings

What is the CMS-2744 Form?

Each spring, representatives from Medicare-certified dialysis facilities and transplant centers work to ensure that the CMS-2744 Annual Facility Survey is completed for their unit, but many do not know what this form is used for. **The CMS-2744 form is used to record information such as treatment trends, utilization of services, and patterns of practice in treating ESRD patients.** The CMS-2744 form is the only Office of Management and Budget survey of all facilities that provides valid census and dialysis patient movement information. This information is used to assess and evaluate the local, regional, and national levels of medical and social impact of ESRD care.

Each facility must complete a CMS-2744 via CROWNWeb. It captures facility, treatment, and staffing data for the survey year (January 1 – December 31 of the previous year).

DIALYSIS PATIENTS AND TREATMENTS												
DIALYSIS PATIENTS			Additions During Survey Period				Losses During Survey Period					
Patients Receiving Care Beginning of Survey Period			Started for first time ever	Restarted	Transferred from other dialysis unit	Returned after transplantation	Deaths	Recovered kidney function	Received transplant	Transferred to other dialysis unit	Discontinued dialysis	Other (LTFU)
Incenter	Home	Total Fields 01 thru 02	In-center	Home	Home	Home						
01	02	03	04A 04B	05A 05B	06A 06B	07A 07B	08A 08B	09A 09B	10A 10B	11A 11B	12A 12B	13A 13B

CMS-2744 Completion Timeline

So, when should you begin the process of completing the CMS-2744 form for Survey Year 2014 in CROWNWeb? **Facilities may begin the process of completing the CMS-2744 form for Survey year 2014 as early as February 1, 2015, as long as ALL patient events and data for the 2014 calendar year are in CROWNWeb prior to beginning the form.** CROWNWeb uses data from the *Facility Details*, *Admit/Discharge*, *Treatment Summary*, and *Patient Attributes* screens to auto-populate the CMS-2744 form. Missing or incorrect data will impact your counts and your form data. Facilities will receive communication from the ESRD Networks regarding submission deadlines.

CMS-2744 Training is Coming! CMS-2744 Training is Coming!

Need CMS-2744 training? We've got you covered! CMS-2744 webinar training will be offered to ALL CROWNWeb users beginning on Tuesday, February 3, 2015 at 2pm ET. Additional CMS-2744 training will be available on February 19, 2015 and March 5, 2015. These training events will be held to assist users with understanding:

- Introduction to the 2014 CMS-2744 Process
- Generating, Submitting, and Finalizing the 2014 CMS-2744
- Troubleshooting Errors on the 2014 CMS-2744

Sign up for CMS-2744 training today! Click [here](#) or visit www.ProjectCROWNWeb.org and click the "Education" tab to access the [CROWNWeb Virtual Training Calendar](#).

Upcoming Events

CROWNWeb "State of the Union" Town Hall WebEx:
Feb. 5, 2015

CROWNWeb "Understanding the CMS-2744" Town Hall WebEx:
Feb. 26, 2015

Using CMS-2744 Reports to Resolve Errors

The CROWNWeb system contains a total of 26 error and six warning messages associated with the CMS-2744 form. These errors are designed to assist facilities with balancing their counts by identifying areas that may not have met the CMS-2744 submission guidelines. **To support users' ability to work to resolving errors, CROWNWeb features five CMS-2744 reports at the top of the Form 2744 screen.**

The screenshot shows the CROWNWeb Form 2744 interface. At the top, there is a navigation bar with tabs: Home, Facilities, Patients, Personnel, Reports, My Reports, Clinical, Form 2744, Action List, and Admin. Below this, there is a search bar and several report links: Search 2744, Add New 2744, Missing 2744 Forms, and Status Change Updates. A red box highlights five reports: Edit, Additions During Survey Period Report, Patient Eligibility Status Report, Patients Receiving Care at End of Survey Period Report, and Patients Hemodialyzing More Than 4 Times Per Week Report. Below the reports, there is a 'Hide Help' button and a search bar with the text 'View 2744 for Student B16 Dialysis (1942244363) for Survey Year 2014'. At the bottom, there is a 'Context Sensitive Help' button and the text 'Dialysis Patients'.

For an overview of the information included as part of each report, register to attend CMS-2744 training. Further, click [here](#) to access a "Troubleshooting" document if you are unable to generate a CMS-2744 report.

2015 Clinical Closure Reminder

Clinical Month(s)	Date of Closure for Clinical Submissions
October 2014	
November 2014	January 31, 2015 at 11:59 p.m. ET
December 2014	
January 2015	March 31, 2015 at 11:59 p.m. ET
February 2015	April 30, 2015 at 11:59 p.m. ET
March 2015	May 31, 2015 at 11:59 p.m. ET
April 2015	June 30, 2015 at 11:59 p.m. ET
May 2015	July 31, 2015 at 11:59 p.m. ET
June 2015	August 30, 2015 at 11:59 p.m. ET

July 2015 and future months will close two months after the end of each month.