

Quality Payment PROGRAM

Merit-based Incentive Payment System (MIPS)

2021 Opt-in and Voluntary Reporting Election Process Guide



Contents

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Purpose: This guide will cover the general information about opt-in elections, as well as the election process on the [Quality Payment Program \(QPP\) website](#) for practice representatives (staff, clinicians, solo practitioners) and Qualified Clinical Data Registries (QCDRs)/Qualified Registries. Both practice representatives and QCDRs/registries can submit opt-in elections on behalf of a group and individual clinicians, but the workflow differs.



How to Use This Guide



Please note: This guide was prepared for informational purposes only and isn't intended to grant rights or impose obligations. The information provided is only intended to be a general summary. It isn't intended to take the place of the written law, including the regulations. We encourage readers to review the specific statutes, regulations, and other interpretive materials for a full and accurate statement of their contents.

Table of Contents

The table of contents is interactive. Click on a chapter in the table of contents to read that section.



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Hyperlinks

Hyperlinks to the [Quality Payment Program website](#) are included throughout the guide to direct the reader to more information and resources.



Overview



Opt-In Eligible Clinicians and Groups

A clinician or group that is otherwise eligible for the Merit-based Incentive Payment System (MIPS) and exceeds 1 or 2, but not all 3 low-volume threshold criteria, is considered “opt-in eligible”.

If you’re opt-in eligible, you can:

- **Do nothing.** You don’t exceed the low-volume threshold and aren’t required to participate in MIPS.
- **Elect to opt-in.** If you choose to opt-in, you’ll submit data, receive performance feedback, and receive a MIPS payment adjustment in 2024.
- **Elect to voluntarily report.** If you don’t want to receive a MIPS payment adjustment in 2024, but want to participate in MIPS, you can voluntarily report data and receive limited performance feedback on the data you report.

You must submit and confirm an election to opt-in or voluntarily report for your opt-in eligible clinicians and groups before their data can be submitted. Once an election is made to opt-in or voluntarily report, **the decision is final and can’t be reversed.**

NOTE: We no longer evaluate APM Entities for eligibility against the low-volume threshold. APM Entities can’t opt-in to MIPS. However, opt-in eligible clinicians and groups who are also MIPS APM Participants can opt-in to participate in traditional MIPS and/or the APM Performance Pathway (APP) at the individual or group level.

Don’t Want to Submit Data?

Opt-in eligible clinicians, and groups, and APM entities that don’t want to submit data **DON’T** have to make an election.

Important Dates and Deadlines: Opt-in and Voluntary Reporting Elections

December 2021

- **Updated MIPS eligibility determinations for the 2021 performance period is released**, data is reconciled from the two 12-month segments of the [MIPS Determination Period](#).
- **HOW DO I KNOW IF I'M ELIGIBLE?**
 - Now that eligibility data has been updated, check your MIPS eligibility status for the 2021 performance period using the [Quality Payment Program Participation Status Tool](#).

January 3, 2022

- **2021 opt-in and voluntary reporting election period** and data submission period opens **January 3, 2022**.
- **HOW DO I ELECT TO OPT-IN OR REPORT VOLUNTARILY?**
 - Sign into the [QPP website](#) to complete the opt-in or voluntary reporting election in order to submit data.
 - If you're working with a QCDR or Qualified Registry, they can also complete this election on your behalf before submitting your data.

March 31, 2022

- **2021 opt-in and voluntary reporting election period** and data submission period ends on **March 31, 2022**.
- **WHEN DO I NEED TO ELECT TO OPT-IN OR REPORT VOLUNTARILY BY?**
 - If you are opt-in eligible and want to submit data, you must complete your opt-in or voluntary reporting election and submit your data by **March 31st**.

Opt-In Eligible Individuals and Groups

Individual Clinicians	Groups
<p>Opt-in eligible clinicians will see the following status on the QPP Participation Status Tool.</p> <div data-bbox="464 613 961 727"> <p>MIPS Eligibility: INDIVIDUAL</p> <p>Opt-in Option: Opt-in-eligible as individual</p> </div>	<p>Opt-in eligible groups will see the following status on the QPP Participation Status Tool.</p> <div data-bbox="1136 613 1696 727"> <p>MIPS Eligibility: GROUP</p> <p>Opt-in Option: Opt-in eligible as group</p> </div>
<p>If you're are opt-in eligible as an individual, you can:</p> <ul style="list-style-type: none"> • Make an individual election to opt-in or voluntarily report to traditional MIPS so you can submit data as an individual; • Individual clinicians in a MIPS APM: Make an election to opt-in to report the APM Performance Pathway (APP) as an individual (you can't voluntarily report the APP) • Do nothing (you're not required to participate in MIPS as an individual or make an election). 	<p>If you're are opt-in eligible as a group, you can:</p> <ul style="list-style-type: none"> • Make a group election to opt-in or voluntarily report to traditional MIPS so you can submit data as group; • Groups w/ clinicians in a MIPS APM: Make an election to opt-in to report the APM Performance Pathway as a group (you can't voluntarily report the APP); the APP only counts for the MIPS eligible clinicians in the group that participate in a MIPS APM. • Do nothing (you're not required to participate in MIPS as a group or make an election).

Opting-In vs. Voluntary Reporting

If you're opt-in eligible for the 2021 performance period **and** want to submit MIPS data, you need to choose whether to **opt-in** or **voluntarily report**.

If You Elect to Opt-in:	If You Elect to Voluntarily Report:
✓ Participants in a MIPS APM can choose whether to report via the APM Performance Pathway or traditional MIPS.	✓ Participants in a MIPS APM can voluntarily report via traditional MIPS. × You can't voluntarily report via the APM Performance Pathway.
✓ You will receive a MIPS payment adjustment (positive, negative, or neutral).*	✓ You won't receive a payment adjustment.
✓ You'll receive performance feedback.	✓ You'll receive limited performance feedback × You won't receive feedback on cost measures or claims quality measures.
✓ Your data will be included in measure benchmark calculations.	× Your data won't be included in measure benchmark calculations.
✓ Your data will be made available for public reporting on Doctors & Clinicians on Medicare Care Compare).	✓ Your data will be made available for public reporting on Doctors & Clinicians on Medicare Care Compare. Voluntary reporters can choose to opt-out of having their data publicly reported during the Care Compare Preview period on QPP in late 2022.

While unlikely, it's possible that both a practice and a clinician are opt-in eligible. If the practice elects to opt-in as a group and the clinician elects to opt-in as an individual, the clinician would be assigned get the higher of the two final scores and associated payment adjustment.

* If you opt-in as a group, all MIPS eligible clinicians in the practice will receive a payment adjustment based on the group's performance.

What Do I Need to do to Prepare for This Election Process?

To complete the election to opt-in or report voluntarily, you need to:



Verify Your MIPS Eligibility for the 2021 performance period.

- Check your final MIPS eligibility using the [Quality Payment Program Participation Status Tool](#).



Confirm and Communicate Your Decision to Opt-in or Voluntarily Report.

- If you're working with a QCDR or Qualified registry, make sure to communicate whether you want to opt-in or voluntarily report traditional MIPS, or opt-in to report the APM Performance Pathway.



Have a HARP Account and QPP Role to complete the election.

- Review the Quality Payment Program Access User Guide for information about creating an account and requesting a QPP role.

Submitting Opt-in and Voluntary Reporting Elections via Application Programming Interface (API)

Authorized QCDR and Qualified Registry representatives can submit opt-in and voluntary reporting elections on behalf of their opt-in eligible clients via the [Quality Payment Program Eligibility Application Programming Interface](#) (API).

- Elections can be made during the submission period (January 3, 2022 through March 31, 2022).
- [Eligibility API documentation](#) contains instructions on how to submit opt-in and voluntary reporting elections.
- Elections must be made before you can use the [Submissions API](#) to submit data on behalf of opt-in eligible clients.

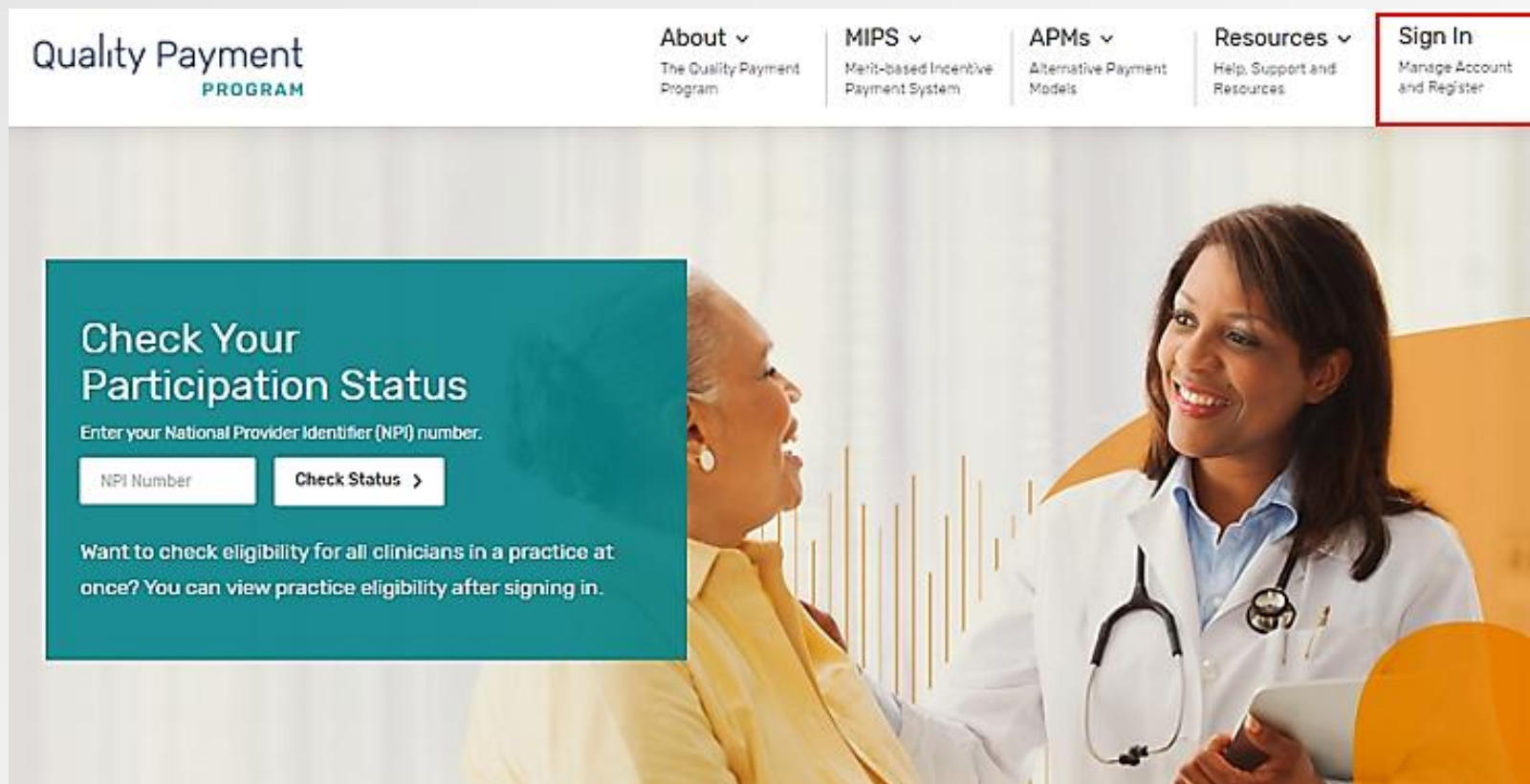


**Sign in to the QPP Website
to Complete Your Election**

Sign in to the QPP Website to Complete Your Election

Navigate to the QPP Website

All users will navigate to the [QPP website](#) and click **Sign In** found in the upper right corner of the page to sign in to your QPP Account to complete your election to opt in or voluntarily report.



Disclaimer: This guide captures images of the process for opting-in or voluntarily reporting. The information captured in the screenshots may not be the exact language, workflow, or design that is finalized in the system on January 3, 2022.

Sign in to the QPP Website to Complete Your Election

Sign in to your QPP Account

If you are a returning user and have a QPP Account:

Enter your **User ID** and **Password**. Then click **“Yes, I agree”** to the statement of truth and click Sign In to access your account.

QPP Account

[Sign in](#) [Register](#)

Sign in to QPP

USER ID

User ID

PASSWORD

Password

☐ Show password

Forgot your user id or password? [Recover ID or reset password](#)

If you are a representative of a Shared Savings Program ACO and can access the ACO Management System (ACO-MS), then you can sign in to QPP using the same User ID and Password.

STATEMENT OF TRUTH

In order to sign in, you must agree to this: I certify to the best of my knowledge that all of the information that will be submitted will be true, accurate, and complete. If I become aware that any submitted information is not true, accurate, and complete, I will correct such information promptly. I understand that the knowing omission, misrepresentation, or falsification of any submitted information may be punished by criminal, civil, or administrative penalties, including fines, civil damages, and/or imprisonment.

☐ Yes, I agree

[Sign in](#) >

Don't have an account?
[Register](#)

If you're a new user and don't have a QPP Account:

Click **Register** to establish your sign in credentials through the HCQIS Access Roles and Profile (HARP) system. To access HARP, click **Register with HARP**.

Review the [Quality Payment Program Access Guide](#) (ZIP) for information on the registration process.

QPP Account

[Sign in](#) [Register](#)

Register for QPP

The Quality Payment Program uses the HCQIS Access Roles and Profile (HARP) system for credential management. [Learn more about the QPP Access User Guide.](#)

If you are a representative of a Shared Savings Program (SSP) ACO, you must contact your ACO to get a QPP Security Official or Staff User role via the [ACO Management System \(ACO-MS\)](#) [↗](#).

Register with HARP

You will be redirected to HARP to register. This process could take 5-15 minutes depending on how quickly your data is verified. HARP uses a third party service provided by Experian to verify your identity. This may require your social security number. [Learn more about the HARP identity proof process](#) [↗](#)

[Register with HARP](#) >



Sign in to the QPP Website to Complete Your Election

Navigate to Eligibility & Reporting

After you successfully sign in, click the **Eligibility & Reporting** tab found in the left-hand navigation or **Start Reporting**.

Tessa H

- Account Home
- Eligibility & Reporting**
- Performance Feedback
- APM Incentive Payments
- Exceptions Application
- Targeted Review
- Reports
- Manage Access
- Help and Support

Welcome back Tessa H!

Mar 17, 2021 Last Day to submit 2020 data

Mar 18, 2021 Preliminary Performance Feedback Available

Jul 16, 2021 Final Performance Feedback is available

Jul 16, 2021 Submission Window is open

Performance Year (PY) 2021 Submission Reporting Window is Now Open

You are now able to start your reporting for the PY 2021 submission year.

Start Reporting

View PY 2020 Final Performance Feedback

You are able to access your PY 2020 Final Feedback at any time.

View Feedback

Exceptions Application

We provide the opportunity to apply for exceptions to meeting MIPS program requirements when certain circumstances make it difficult for you to meet program requirements.

Start an Application

→← COLLAPSE



Election Process

Election Process Workflows

Both practice representatives and QCDRs/registries can submit opt-in elections on behalf of a group and individual clinicians, but the workflow differs:

- [Practice Representatives \(i.e. Staff, Clinicians, Solo Practitioners\)](#)
- [QCDRs and Qualified Registries](#)





Practice Representatives: Election Process

Step 1: Select the Practices Tab

Click on the **Practices** tab and review the practices you are connected to. If you don't see a practice, please refer to the [Quality Payment Program Access Guide](#) (ZIP) for information on connecting to an organization.

The screenshot shows the 'Eligibility & Reporting' section for 'Performance Year 2021'. The 'Practices' tab is highlighted in the navigation bar. Below the tab, there is a search bar for 'Search by practice name' and a 'Download' button. Two practice entries are listed:

- Pazderová, Dudek and Zelený**
TIN: #103000013 | 74543 Xavier Inlet, Ketchikan, AK 99901-0840
MIPS EXEMPT (Click to view details)
Exceeds Low Volume Threshold: No
Medicare Patients at this practice: 33
Allowed Charges at this practice: \$50,027.00
Covered Services at this practice: 1419
Special Statutes, Exceptions and Other Reporting Factors: Health Professional Shortage Area (HPSA), Rural, Small practice
Buttons: REPORT AS GROUP, REPORT AS INDIVIDUALS, View clinician eligibility
- Dittrich, Krajčiček and Urbanová**
TIN: #104000093 | 414 Threlkeld Plains, South Shannanmouth, NJ 11044-0997
MIPS EXEMPT (Click to view details)
Exceeds Low Volume Threshold: No
Medicare Patients at this practice: 108
Allowed Charges at this practice: \$50,862.00
Covered Services at this practice: 510
Special Statutes, Exceptions and Other Reporting Factors: Small practice
Buttons: REPORT AS GROUP, REPORT AS INDIVIDUALS, View clinician eligibility

Select the Practices
Tab

Report as a Group
or Individual
Clinician

Group Reporting
Options

Confirm Selection

Start Reporting




Step 2: Report as a Group or Individual Clinician


Select **Report as Group** (or **Report as Individuals**) to the right of the practice's eligibility summary to begin the election process.

- This guide uses a group election example.
- If you select **Report as Individuals** a list of clinicians associated with the practice will populate. Select **Report as Individual** to the right of an opt-in eligible clinician's name to make an election for that clinician.

Dittrich, Krajíček and Urbanová
TIN: #166000093 | 414 Treutel Plains, South Shawnaught, NJ 11664-6997
MIPS EXEMPT [Opt-in eligible](#)

Exceeds Low Volume Threshold: No
Medicare Patients at this practice: 108
Allowed Charges at this practice: \$50,902.00
Covered Services at this practice: 516
Special Statuses, Exceptions and Other Reporting Factors: Small practice

 **REPORT AS GROUP**

 **REPORT AS INDIVIDUALS**

[View clinician eligibility](#)

Reminder: If your practice is participating as a group, you don't need to make an election for individual clinicians unless they are also submitting individual data.



Step 3: Group Reporting Options

Reporting options for the group (or individual clinician) will populate with descriptions of each election option.

Select either **Opt In** or **Report Voluntarily** to proceed with the election process.

- Select **Opt-In** if you're electing for the practice to receive a MIPS final score based on a group submission and for all MIPS eligible clinicians to receive a payment adjustment.

OR

- Select **Report Voluntarily** if you're electing for the practice to receive a MIPS final score based on a group submission, but no payment adjustment for the MIPS eligible clinicians.
 - **NOTE:** You can't voluntarily report the APM Performance Pathway.

Change Your Mind? If you change your mind, you also can **cancel and go back** to the main Eligibility & Reporting page.

Group Reporting Options

To participate in MIPS, you must decide whether you will **opt-in** or **report voluntarily** before any data can be submitted.

Dittrich, Krajíček and Urbanová

TIN: 100000093

☐ MIPS EXEMPT

Elect to Opt-In

By electing to Opt-In, you become MIPS eligible. You will receive a MIPS final score and a payment adjustment in 2023.

Opt-In

Choose to Report Voluntarily

By voluntarily reporting MIPS data, you will receive performance feedback for informational purposes only. You will not receive a payment adjustment in 2023. Voluntary reporting through the APM Performance Pathway (APP) isn't permitted.

Report Voluntarily

Cancel and Go Back

Registered for the CMS Web Interface



Step 4: Confirm Selection

Verify your election by typing “**CONFIRM**” in the text field and clicking **I’m Sure, Confirm Opt In** or **I’m Sure, Report Voluntarily**. Next, you will receive a message confirming your election and the option to **Continue Reporting**.

The screenshot shows a web browser window with tabs for 'Program', 'Payment System', and 'Models'. A modal dialog box titled 'Are You Sure?' is open. It contains a warning icon and text: 'By opting-in, Dittrich, Krajčcek and Urbanová will become MIPS eligible for the 2021 performance year and will receive a final score based on any data submitted or not submitted. This election is permanent and cannot be changed later.' Below this is a text input field with the placeholder 'Please Type "CONFIRM"' and the text 'CONFIRM' entered. At the bottom are two buttons: 'Cancel and Go Back' and 'I'm Sure, Confirm Opt In', which is highlighted with a red border.

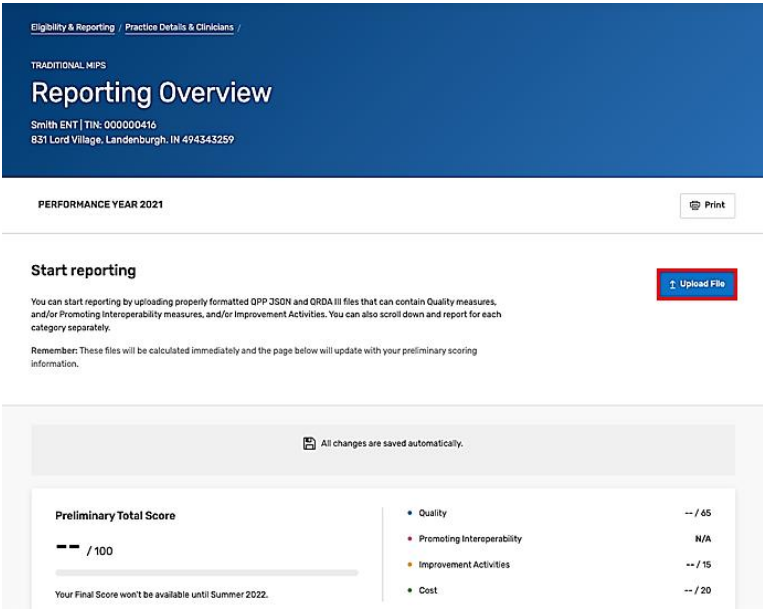
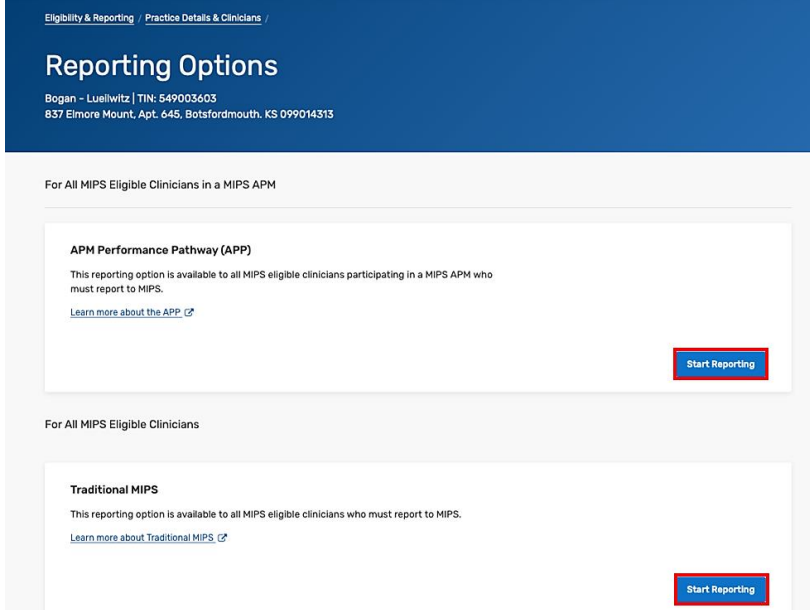
Change Your Mind?

If you change your mind on opting-in or reporting voluntarily, click **Change My Election** if you don't want to proceed. **Once an election to opt-in or voluntarily report is confirmed that election can't be undone or changed.**



Reminder: The submission period is January 3, 2022 to March 31, 2022.

Step 5: Start Reporting

Reporting Overview	Reporting Options (MIPS APM Participants Only)
<p>Once you confirm your election, you'll be brought to the Reporting Overview page, where you can begin submitting data.</p>	<p>If you elected to opt-in, you'll be brought to the Reporting Options page where you'll be required to indicate if you're reporting to traditional MIPS or the APM Performance Pathway. (As a reminder you can't voluntarily report the APM Performance Pathway.)</p>
	

Select the Practices
Tab

Report as a Group
or Individual
Clinician

Group Reporting
Options

Confirm Selection

Start Reporting





Eligibility & Reporting Homepage

Participation Update on Eligibility & Reporting Homepage

After completing an election to opt-in, you'll see an **updated eligibility status** on the **Eligibility & Reporting homepage**.

The screenshot displays the 'Eligibility & Reporting' section of the Quality Payment Program homepage. On the left is a dark blue sidebar with navigation links: Demo 2020, Account Home, Eligibility & Reporting (selected), Performance Feedback, APM Incentive Payments, Exceptions Application, Targeted Review, Reports, Manage Access, and Help and Support. The main content area has a 'Performance Year 2021' dropdown at the top. Below this is a light blue informational box with an information icon and text stating: 'The QPP Participation Status Tool currently includes the following Performance Year (PY) 2021 eligibility data:'. It lists two updates: November 2021 (updated PY 2021 MIPS eligibility and special statuses based on a review of claims and PECOS data from Segment 2 of the MIPS Determination Period, covering October 1, 2020 - September 30, 2021) and October 20, 2021 (updated to include 2021 QP status and MIPS APM participation status based on the 2nd snapshot of APM data). Below this, it states 'Your Performance Year (PY) 2021 eligibility status can be updated throughout the year based on:' and lists three criteria: MIPS eligibility status updates changes after analysis of data from Segment 2 of the MIPS Determination Period (available generally available December November 2021), QP Determinations (snapshot data generally available July 2021, October 2021, December 2021), and Eligibility to report for to MIPS via the APM Performance Pathway (APP) (snapshot data generally available July 2021, October 2021, December 2021). Below the informational box are tabs for 'APM Entities' and 'Practices' (selected). A search bar labeled 'Search by practice name' is present. Below the search bar, it shows '9 Practices' and a 'Download' button. The first practice listed is 'Dittrich, Krajčůek and Urbanová' with address '000010101 | 146 Ferguson Road Apt. 953 Suite 3562, Port Zachary, SD 882403938878821'. A red box highlights the status 'MIPS ELIGIBLE VIA OPT-IN'. Below this, it lists: 'Exceeds Low Volume Threshold: No', 'Medicare Patients at this practice: 295,493', 'Allowed Charges at this practice: \$723,640.00', 'Covered Services at this practice: 492,689', and 'Special Statuses, Exceptions and Other Reporting Factors: None'. On the right side of the practice entry, there are two buttons: 'REPORT AS GROUP' and 'REPORT AS INDIVIDUALS', with a 'View clinician eligibility' link below them. At the bottom left of the sidebar, there is a 'COLLAPSE' button.

Demo 2020

Account Home

Eligibility & Reporting

Performance Feedback

APM Incentive Payments

Exceptions Application

Targeted Review

Reports

Manage Access

Help and Support

Performance Year 2021

The QPP Participation Status Tool currently includes the following Performance Year (PY) 2021 eligibility data:

- November 2021: Updated PY 2021 MIPS eligibility and special statuses based on a review of claims and PECOS data from Segment 2 of the MIPS Determination Period, covering October 1, 2020 - September 30, 2021. This status is final unless your QP status changes following as a result of the 3rd APM snapshot.
- October 20, 2021: Updated to include 2021 QP status and MIPS APM participation status based on the 2nd snapshot of APM data. The 2nd snapshot looks at data from January 1, 2021 - June 30, 2021.

Your Performance Year (PY) 2021 eligibility status can be updated throughout the year based on:

- MIPS eligibility status updates changes after after analysis of data from Segment 2 of the MIPS Determination Period (available generally available December November 2021) [Learn more](#)
- QP Determinations (snapshot data generally available July 2021, October 2021, December 2021) [Learn more](#)
- Eligibility to report for to MIPS via the APM Performance Pathway (APP) (snapshot data generally available July 2021, October 2021, December 2021) [Learn more](#)

APM Entities Practices

Search by practice name

9 Practices | Download

Dittrich, Krajčůek and Urbanová

000010101 | 146 Ferguson Road Apt. 953 Suite 3562, Port Zachary, SD 882403938878821

MIPS ELIGIBLE VIA OPT-IN

Exceeds Low Volume Threshold: No

Medicare Patients at this practice: 295,493

Allowed Charges at this practice: \$723,640.00

Covered Services at this practice: 492,689

Special Statuses, Exceptions and Other Reporting Factors: None

REPORT AS GROUP

REPORT AS INDIVIDUALS

View clinician eligibility

COLLAPSE



QCDRs and Qualified Registries: Election Process

Step 1: Select the Registries Tab

Click on the **Registries** tab and review the qualified registries and/or QCDRs you are connected to. If you don't see a registry or QCDR that you should be connected with, please refer to the [Quality Payment Program Access Guide](#) (ZIP) for information on connecting to an organization.

The screenshot shows the Quality Payment Program interface. On the left is a dark blue sidebar with the 'LVT Opt-In' header and a list of navigation items: Account Home, Eligibility & Reporting, Performance Feedback, APM Incentive Payments, Exceptions Application, Targeted Review, Reports, Manage Access, and Help and Support. The 'Eligibility & Reporting' item is highlighted. The main content area has a blue header 'Performance Year 2021' and a dropdown menu set to 'Performance Year 2021'. Below this is a light blue informational box with an 'i' icon, stating that the QPP Participation Status Tool includes 2021 eligibility data for November 2021 and October 20, 2021, and that status can be updated throughout the year. Below the box are four tabs: 'Registries' (which is selected and highlighted with a red box), 'Virtual Groups', 'APM Entities', and 'Practices'. Under the 'Registries' tab is a search bar labeled 'Search by registry name' and a result count '2 Registries'. At the bottom of the main content area, there is a section titled 'QPP Qualified Registry - QR' with the TIN '000006700'. A 'COLLAPSE' button is at the bottom left of the sidebar.

Select the
Registries Tab

Click Upload File(s)

Upload Data

Election Selection
for Eligible
Participants

Confirm Election
Selection for
Eligible Participants

View Submission



Step 2: Click Upload File(s)

Click Upload File(s) and upload a JavaScript Object Notation (QPP JSON) or Quality Reporting Document Architecture Extensible Markup Language (QRDA XML) file(s) that contain all or single category data for your clients.

The screenshot shows the 'Registry Submission Details' page for the Performance Year 2021. The page has a blue header with the title and breadcrumb 'Eligibility & Reporting /'. Below the header, there's a white section with a dropdown menu for 'Performance Year 2021' and a 'Print' button. The main content area is titled 'Start Reporting' and contains instructions: 'Start by uploading a JSON that contains all or single category data. If you submit data using the submission API you will see the submissions on this page.' It also includes a link to 'View Registry Instructions' and a reminder: 'Remember: These files/API submissions will be calculated immediately and the page below will update with your preliminary scoring information.' On the right side, there is a red-bordered button labeled 'Upload File(s)' and a button labeled 'ACCESS API TOKEN'. At the bottom, a status message says 'All changes are saved automatically.'



Step 3: Upload Data

Upload File

DRAG & DROP

Upload Data

Your JSON or QRDA III file here, or [browse.](#)

File(s) to upload (9)

drClark.json	
drConners.json	
drDoom.json	
drOtto.json	
drParker.json	

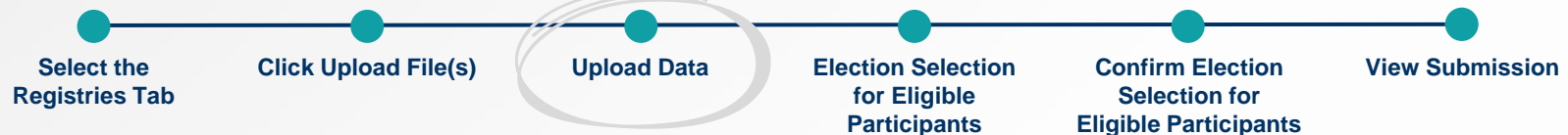
[Cancel](#) [Upload File](#)

Accepted files to upload

This upload tool accepts properly formatted **JSON** and **QRDA III** files. Any files submitted are received and calculated immediately.

[Learn more.](#)

After selecting Upload File(s), an **Upload Data** modal will populate. Upload your JSON or QRDA III file(s) **via drag and drop** or **browse and attach file(s)**.



Step 4: Election Selection for Eligible Participants

You'll see a list of all the opt-in eligible groups and clinicians included in the submission.

- **Individual clinicians** are identified by Taxpayer Identification Number and National Provider Identifier combination (TIN/NPI).
- **Groups** are identified by TIN.

You'll need to make an election for each TIN and TIN/NPI:

- **No Decision:** you don't want to continue with data upload for this participant (they will remain exempt unless an election is made later).
- **Report Voluntarily:** the clinician or group will not receive a payment adjustment based on data submitted.
- **Opt-In:** the clinician or group will receive a payment adjustment based on data submitted.

Once you complete your selection, click **Submit Elections**.

	Participant	No Decision	Report Voluntarily	Opt-in
TIN	000754342	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
TIN	999159305	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN	000043560	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
TIN	000010101	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

Participant Elections

No Decision 0
The clinician or group will not be uploaded and will remain MIPS Exempt.

Report Voluntarily 2
The clinician or group will receive performance feedback but will not receive a payment adjustment in 2023. Voluntary reporting through the APM Performance Pathway (APP) isn't permitted

Opt-In 2
The clinician or group will receive performance feedback and a MIPS payment adjustment in 2023.

Submit Selections

Cancel File Upload

Change Your Mind? You can click Cancel File Upload, which will cancel the entire upload (including data for those who are already MIPS eligible). Once an election to opt-in or voluntarily report is confirmed that election can't be undone or changed.



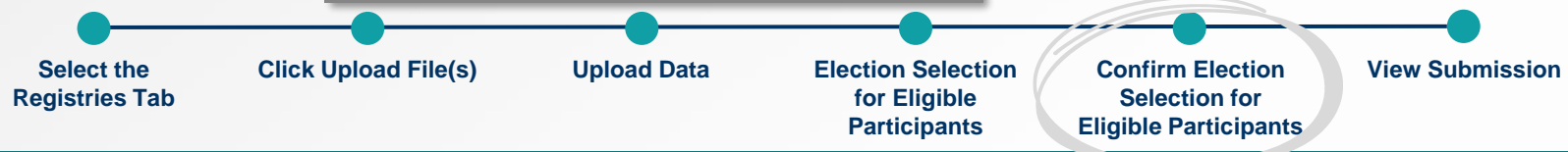
Step 5: Confirm Election Selection for Eligible Participants

Next, you will be asked to verify your selection for eligible participants. When prompted to confirm your selection, type **CONFIRM** and click **I'm Sure, Confirm Elections**. Then, you will receive a **confirmation message** and option to **Continue Reporting** after you click, I'm Sure, Confirm Elections.

Need to Change Your Selections? Click Cancel and Go Back. Once an election to opt in or voluntarily report is confirmed, that election can't be undone or changed.

The dialog box titled "Are You Sure?" contains two sections: "Report Voluntarily" and "Opt-Ins", each with a count of 2. Below these sections is a text input field labeled "Please Type 'CONFIRM'" containing the word "CONFIRM". At the bottom are two buttons: "Cancel and Go Back" and "I'm Sure, Confirm Elections". A red box highlights the "CONFIRM" text in the input field, and a red arrow points from the "Need to Change Your Selections?" text box to the "Cancel and Go Back" button.

The message box titled "Participation Selections Confirmed" states: "Your selected participants have been successfully opted-in to report for the 2021 performance year." A blue button labeled "Continue Reporting" is at the bottom right. A blue arrow points from the "I'm Sure, Confirm Elections" button in the previous dialog to this "Continue Reporting" button.

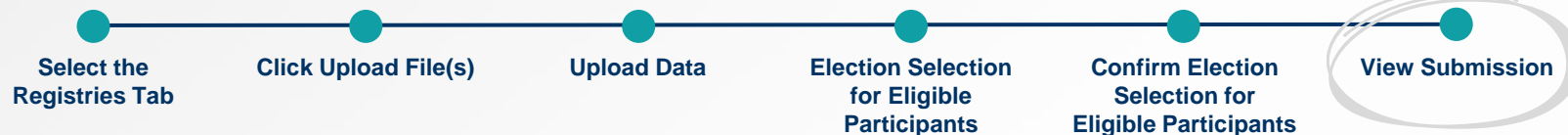


Step 6: View Submission

After you click **Continue Reporting**, you'll receive confirmation that your file was successfully uploaded and can continue to view your submission data by clicking **View Submission** and will be brought to the **Registry Submission Details** page.

The screenshot shows a web interface titled "Upload File". On the left, a green box with a checkmark icon contains the text "Upload Successful" and "Your files were successfully uploaded. You can now review your submitted data on the Overview and Category Details pages." Below this, a section titled "File(s) uploaded (1)" shows a green checkmark icon next to the filename "starLabs.json". At the bottom of the main content area, there are two buttons: "Upload More" and "View Submission". The "View Submission" button is highlighted with a red border. On the right side of the interface, there is a section titled "Do you have an issue uploading your file?" with contact information: an email address "qpp@cms.hhs.gov" and a phone number "1-866-288-8292".

If your file wasn't **successfully uploaded**, contact the QPP Service Center by email at qpp@cms.hhs.gov or phone at 1-866-288-8292 (TRS: 711), Monday through Friday, 8 am – 8 pm ET.





Help, Resources, and Version History

Where Can I Get Help?

Contact the Quality Payment Program at 1-866-288-8292, Monday through Friday, 8 a.m.-8 p.m. Eastern Time or by e-mail at: QPP@cms.hhs.gov.

- Customers who are hearing impaired can dial 711 to be connected to a TRS Communications Assistant.

Visit the Quality Payment Program [website](#) for other [help and support](#) information, to learn more about [MIPS](#), and to check out the resources available in the [Quality Payment Program Resource Library](#).

Version History

If we need to update this document, changes will be identified here.

Date	Description
02/04/2022	<ul style="list-style-type: none">• Original Posting.