Troubleshooting and Support

- Forgot your username or password? Please follow the “Forgot password?” instructions at the log-in landing page. For additional help, see the troubleshooting page.
  We highly recommend setting up your Challenge Questions

The Health Care Organization (HCO) being viewed is located at the top of the panel. In this case, the view for "AQ Demo Facility 5" is open. "AQDEMO5" is the Facility ID – normally this will be a 6-digit number.

Switch Current View – (When applicable) Allows user to toggle between other organizations for which they have user permissions. Can view and submit data for multiple organizations.

Community Page – HCO home page. Quickly access frequently used sections.

Program Forms – Contains online forms for submitting data. Enter data in Program Forms by the deadline to be eligible for an achievement award.

Form Management – Contains forms to add/edit site characteristics. Enter site-specific information here to pull advanced benchmarking reports

Notifications – View updates on recognition, updates to the platform, and other news.

Operational Reports – View HCO and benchmarking data.

Library – Locate all resources related to the registry (e.g., data worksheets, user guides, measure information).

My Account – Manage your password and account security questions.

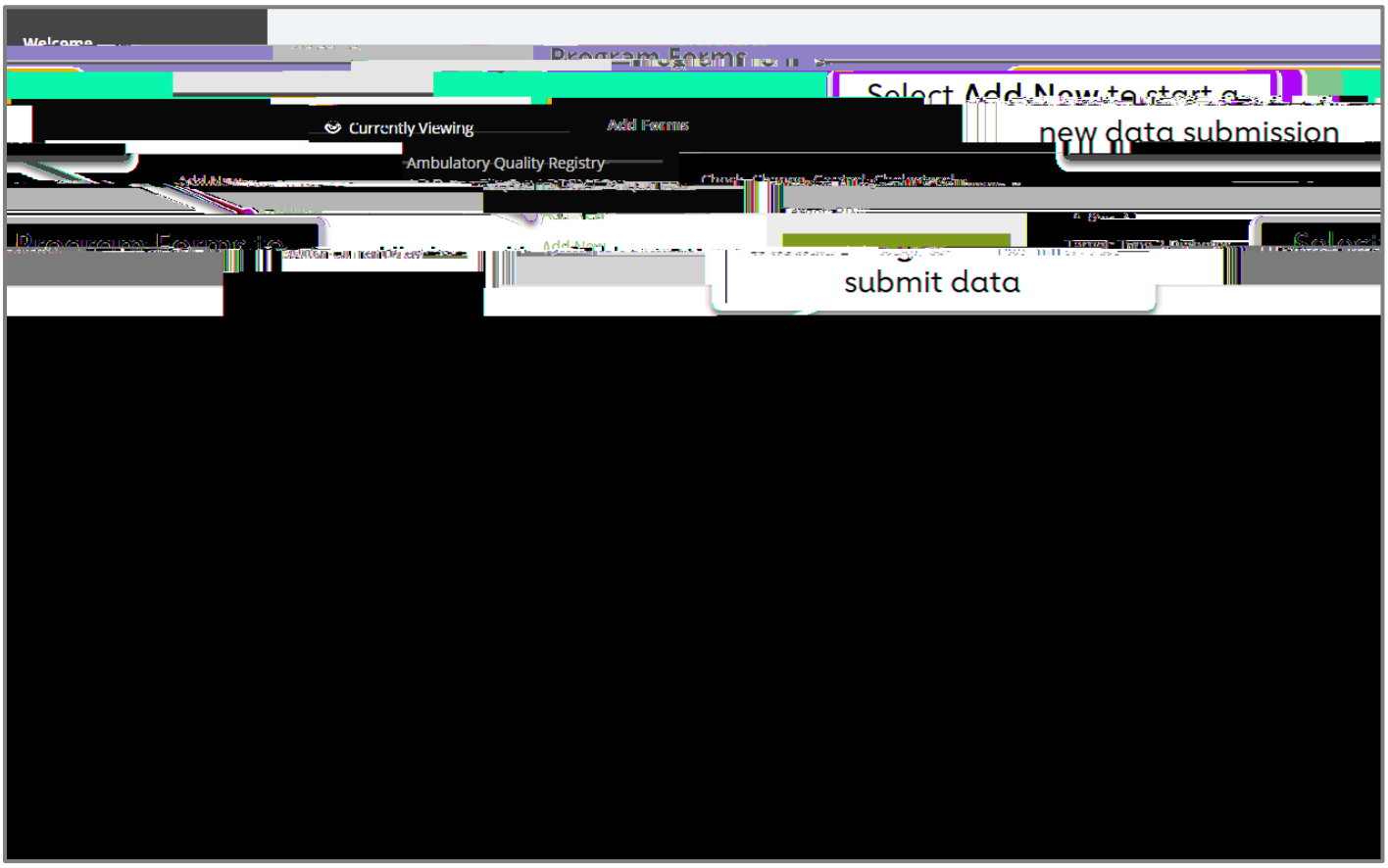
Entering Data – Adding Your Program Forms

Select "Program Forms" from the left navigation bar, or from the Community Page. Here you can enter and submit data into one or more forms to be eligible for recognition.

There are two sections on the "Program Forms" page.

Add Forms | This section lists the initiatives to which your HCO has access.

Select A



STEP 3

Review the existing forms (if any) under the Edit Forms section.

Program forms containing "2023" will be used to determine award eligibility for 2024.

To edit an existing form for year 2022 or prior, click on the link (ex: "Target: BP – 2022") and skip to STEP 1 below for the chosen initiative.

Why edit a prior year's form? Editing data in a 2022 form or earlier does not change your award status for that year, but it will update your HCO's operational reports and allow for more accurate year-over-year comparisons.

STEP 4

To add a new 2023 program form, under the Add Forms section, click "Add New" to the right of the desired initiative.

Enter the Reporting Year (2023) and click "Submit." The Reporting Year refers to the year the data were collected.

If selecting the year using the calendar icon, select any month and day within the Reporting Year.

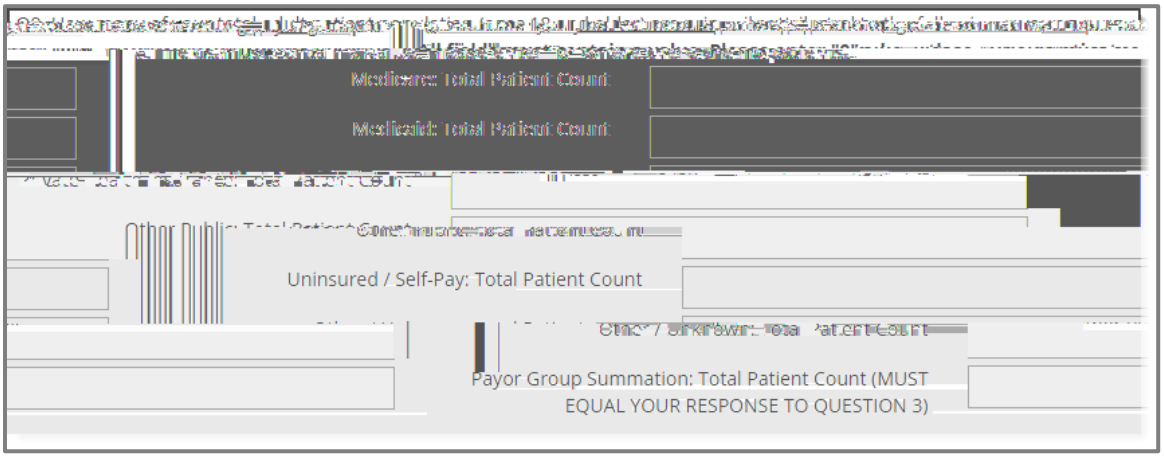
Entering Data – Target: BP™

NOTE: It is highly recommended that users first gather data using the Target: BP™ Data Collection Worksheet. Organizations should report on data collected only

Enter your HCO's data into questions 3 – 7 (Q3 – Q7). For Q4 and Q5, use Denominator

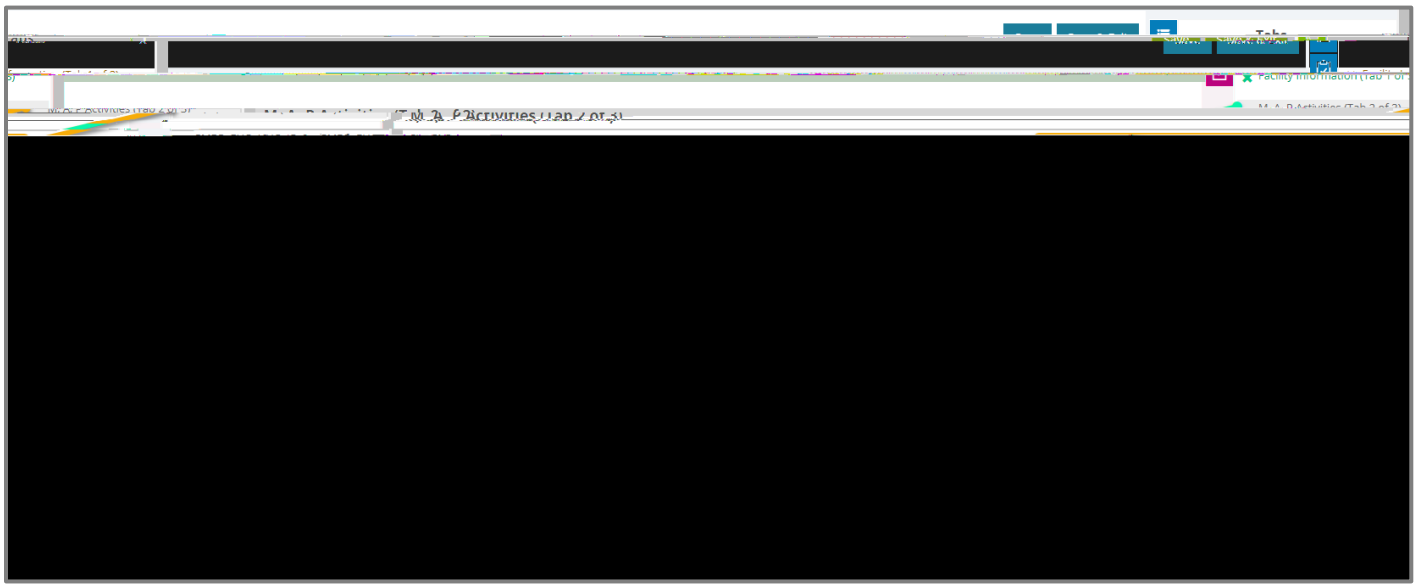
STEP 4

For Q9 enter your HCO's data regarding your patient population's primary payor groups. Each field must have a data value entered. Even if it is zero, type "0". Blanks will generate an error. See the last page of the Data Collection Worksheet for details on how to assign a payor group to each patient.



STEP 5

Under Tabs on the righthand side, or using the Next button at the bottom of the screen, navigate to the 2nd tab, “M, A, P Activities”. Select responses for the “Measure Accurately” pillar questions 10a, 10b, and 12 – 15 (Q10a, Q10b, Q12 – Q15). For question 11 (Q11), select the percentage of your organization’s devices that are validated. Completing all questions is required for award eligibility.



For question 11 (Q11), select the percentage of your organization’s devices that are validated from the drop-down menu. If you do not know the percentage, select “Not sure.”

Continue through answering the “Act Rapidly” pillar questions (Q16-Q21) and “Partner with Patient” pillar questions (Q22-Q27). Each of these questions has an option for “Yes,” “No,” or “Not sure.”

STEP 6

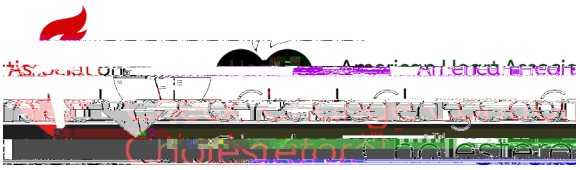
Under Tabs on the righthand side, or using the Next button at the bottom of the screen, navigate to the 3rd tab, “SMBP, EHO Activities”. Select responses for the “Self-Measured Blood Pressure” pillar questions (Q28-Q33) and “Partner with Patient” pillar questions (Q34-Q39). Each of these questions has an option for “Yes,” “No,” or “Not sure.”

When all data are entered, navigate to the "Facility Information" tab, check the "Data Entry Complete" checkbox and click the Save & Exit button at the top of the page.

Data may be edited at any time. All recognition awards will be based on a "snapshot" of data available in the platform on May 17, 2024, at 11:59 PM ET.

Entering Data – Check. Change. Control. Cholesterol™

NOTE: It is highly recommended that users first gather data using the Check. Change. Control. Cholesterol™ Data Collection Worksheet. Organizations should report on data collected only from January 1 to December 31, 2023. The deadline to submit data is Friday, May 17, 2023, at 11:59 PM ET. *When finished with all entry, check the "*Data Entry Complete



Respond “yes” or “no” to Questions 1 and 2 (Q1 and Q2). Q1 asks if your organization directly treats patients with high cholesterol. Q2 asks if you certify that your attestations are accurate. A “yes” response on both is required to be eligible for an award.

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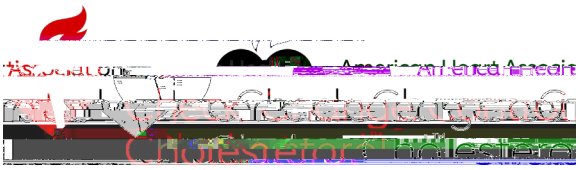
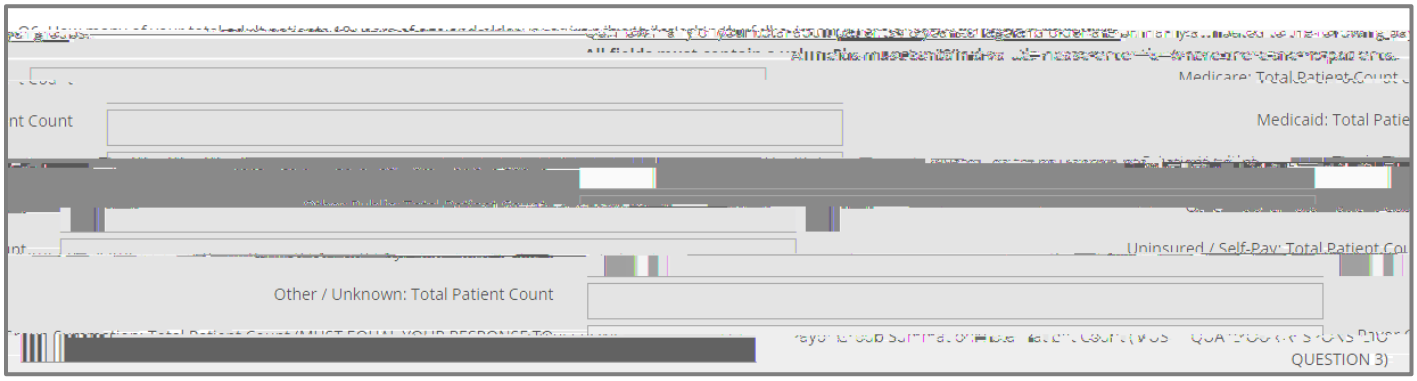
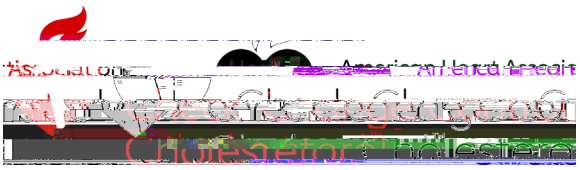


STEP 4

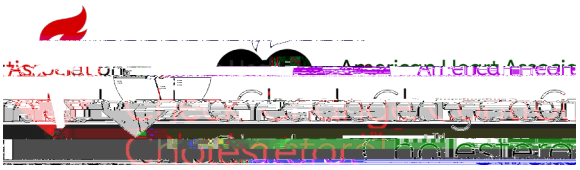
For Q6, enter your HCO's data regarding your patient population's primary payor groups. Each field must have a data value entered. Even if it is zero, type "0". Blanks will generate an error. See the last page of the Data Collection Worksheet for details on how to assign a payor group to each patient.





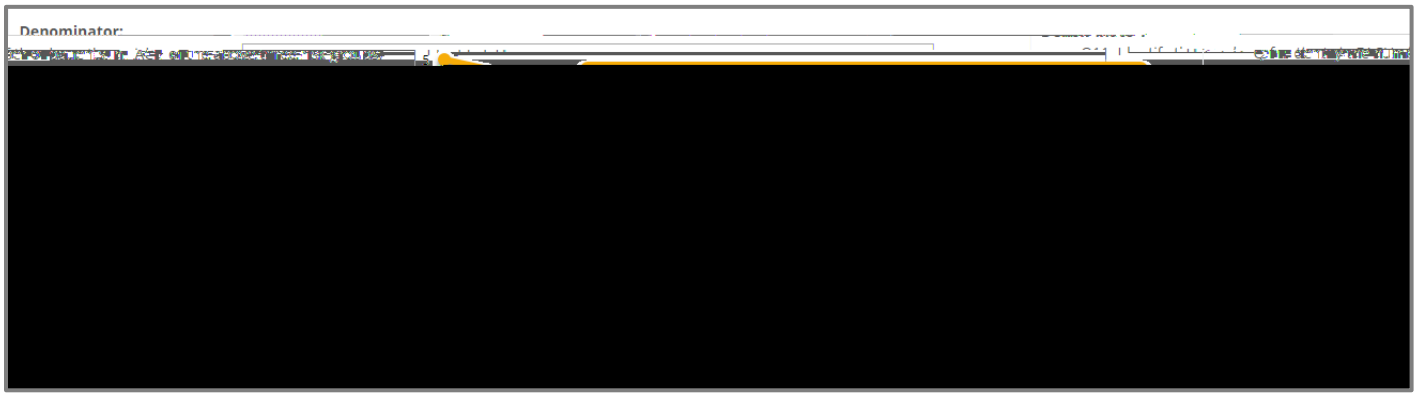
For Q7 and Q8, enter your HCO's data regarding its calculation and documentation of ASCVD Risk. Selecting "Yes" on either question will prompt additional required questions.

For Q9, indicate if your HCO organization operationalizes a specific treatment plan for managing patients considered very high-



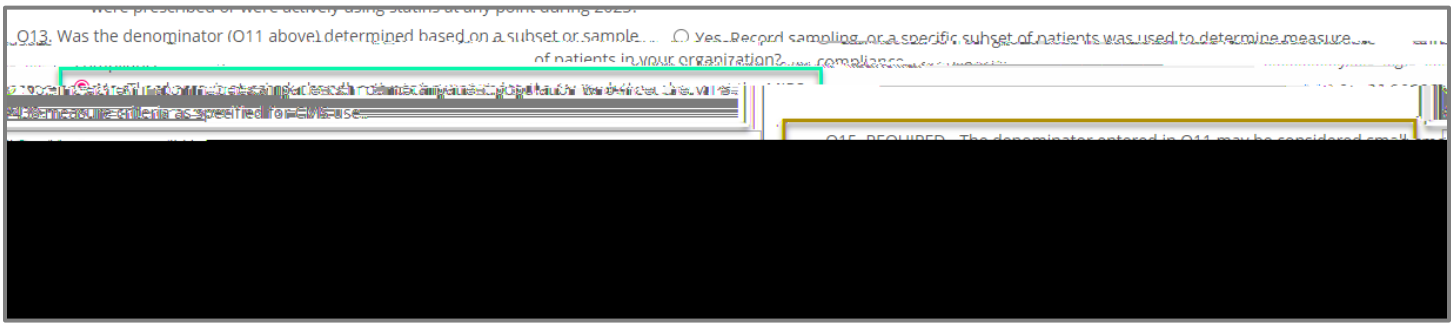
For Q10, indicate if your HCO is committed to continuously improving use and data capture of ASCVD Risk Estimations. You must select “Yes” to be eligible for recognition.

Under Tabs on the righthand side, or using the Next button at the bottom of the screen, navigate to the “Measure Submission” tab. For Q10 and Q11, enter Denominator and



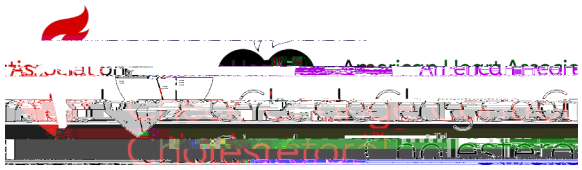
If Q13 appears, and you select "Yes": You will be prompted to briefly describe your sampling method and reason for sampling. This description is required to be eligible for an award.

If Q13 appears, and you select "No": You will be notified that the number of patients across all risk groups are considered low compared to your overall population. Please describe any unique characteristics of your patients or organization for consideration. This description is required to be eligible for an award.



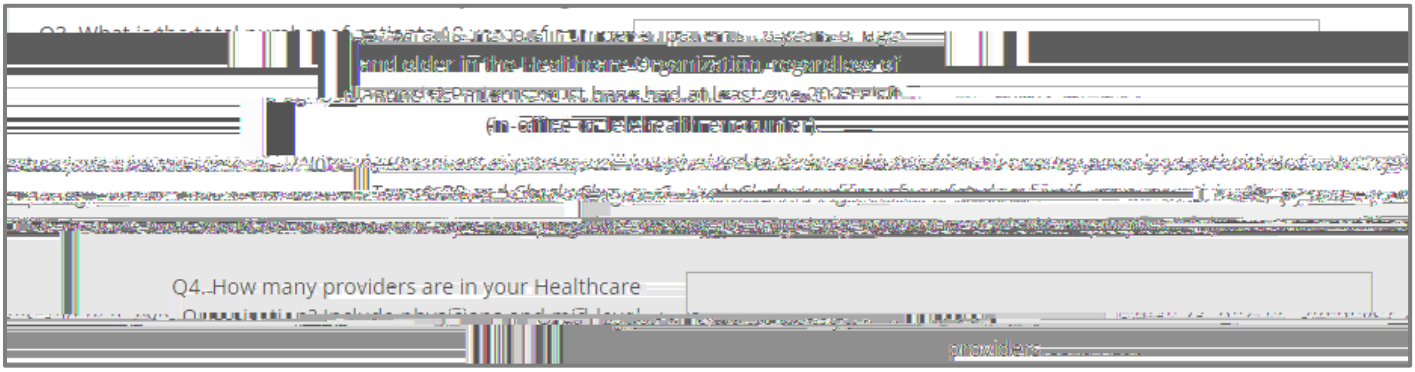
STEP 9 When all data are entered, check the "Data Entry Complete" checkbox and click the Save & Exit button at the top of the page.

Data may be edited at any time. All recognition awards will be based on a "snapshot" of data available in the platform on May 17, 2023, at 11:59 p.m. ET.



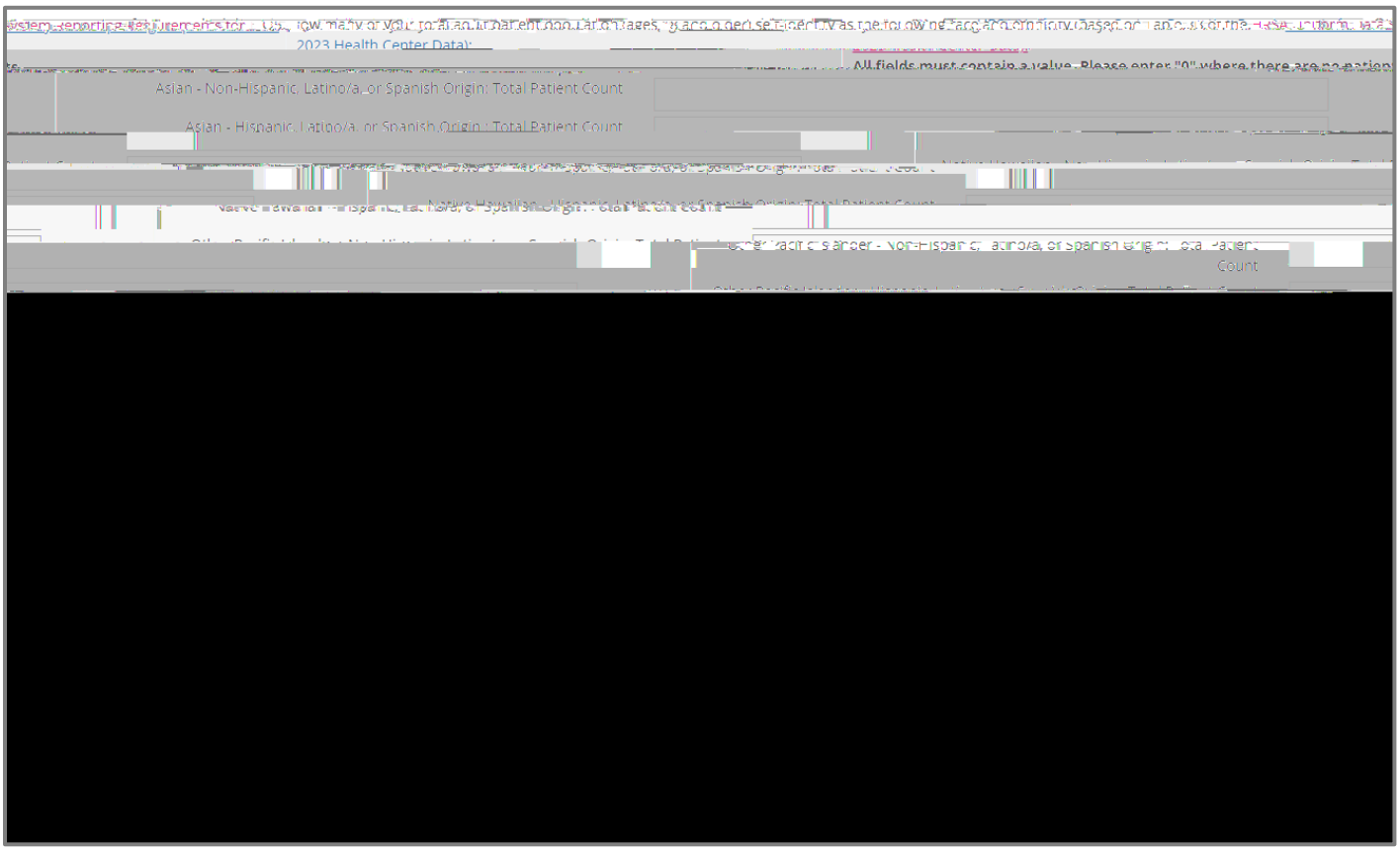
Entering Data – Target: Type 2 Diabetes[SM]

NOTE: It is highly recommended that users first gather data using the Target: Type 2 Diabetes[SM] Data Submission Worksheet. Organizations should report on data collected only from January 1 to December 31, 2023. The deadline to submit data is Friday, May 17, 2024, at 11:59 PM ET. *When finished with all entry, check the "*Data Entry Complete*" checkbox, and hit "*Save and Ey 10.98 0 ttD34.1 (c)1 Tw 1



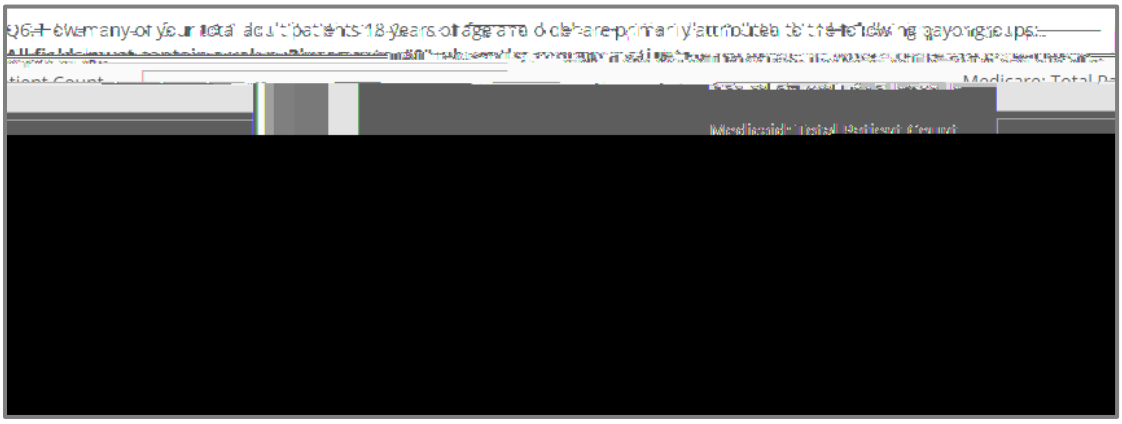
STEP 3

For Q5, enter your HCO's data regarding the race and ethnicity of your patient population. Each field must have a data value entered. Even if it is a zero, type "0." Blanks will generate an error. See Table 3B of the HRSA Uniform Data System Reporting Requirements for 2023 Health Center Data for more information.



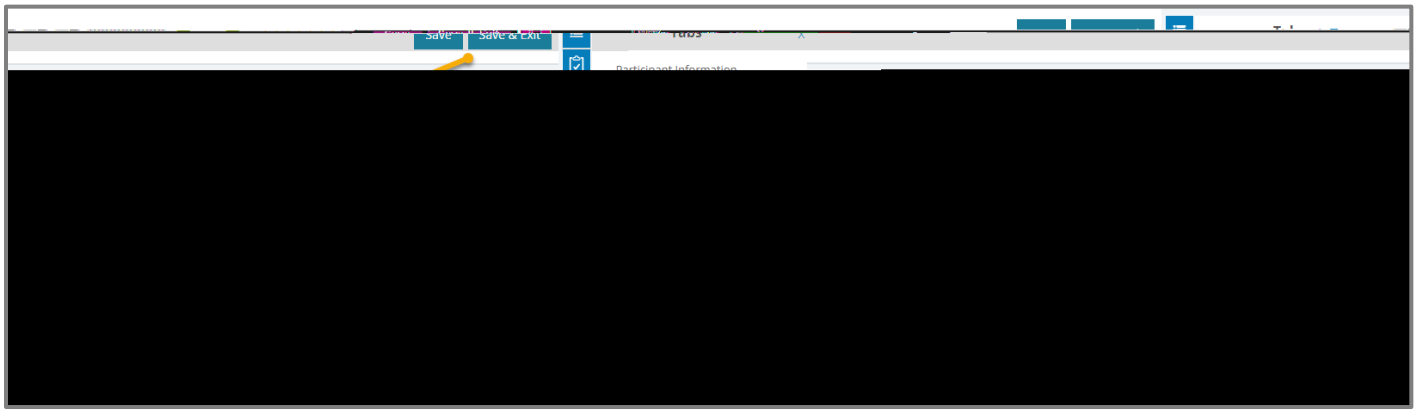
STEP 4

For Q6, enter your HCO's data regarding your patient population's primary payor groups. Each field must have a data value entered. Even if it is zero, type "0". Blanks will generate an error. See the last page of the Data Submission Worksheet for details on how to assign a payor group to each patient.

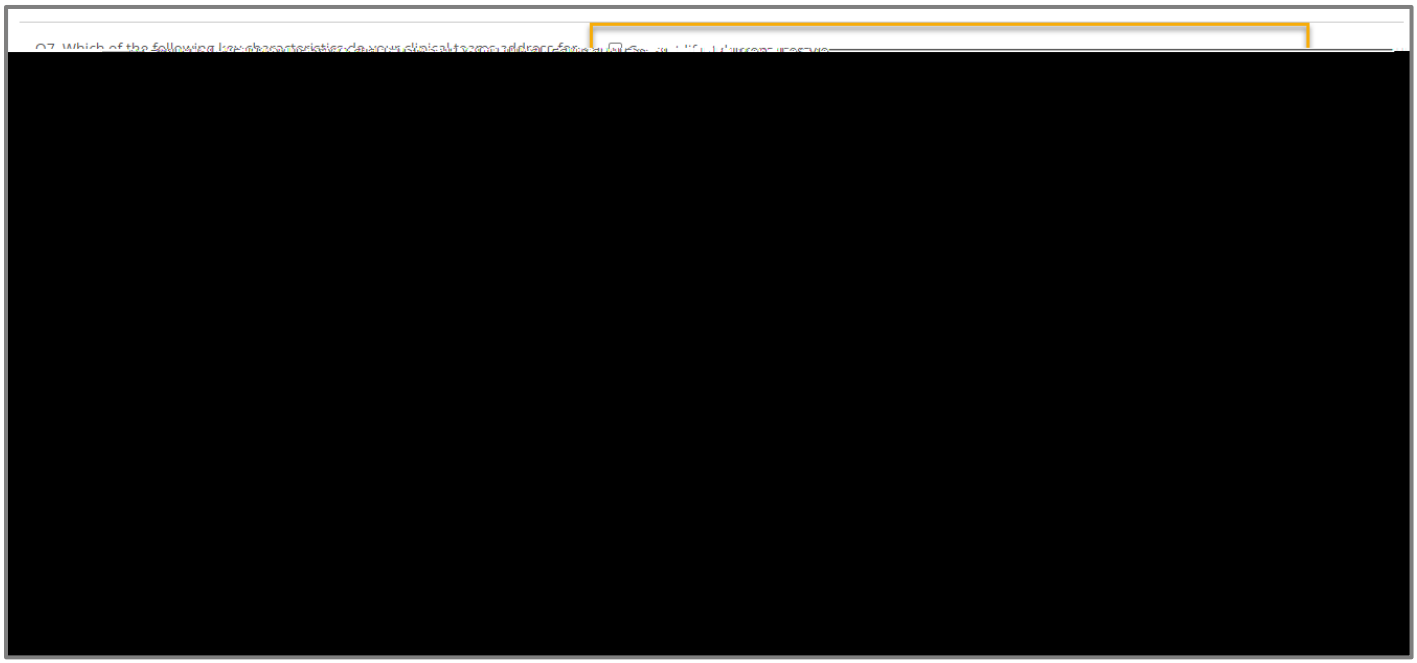


STEP 5

Under Tabs on the righthand side, or using the Next button at the bottom of the screen, navigate to the 2nd tab, "Clinical Practices." Select responses for questions 7 – 12. Completing all questions is required for award eligibility.

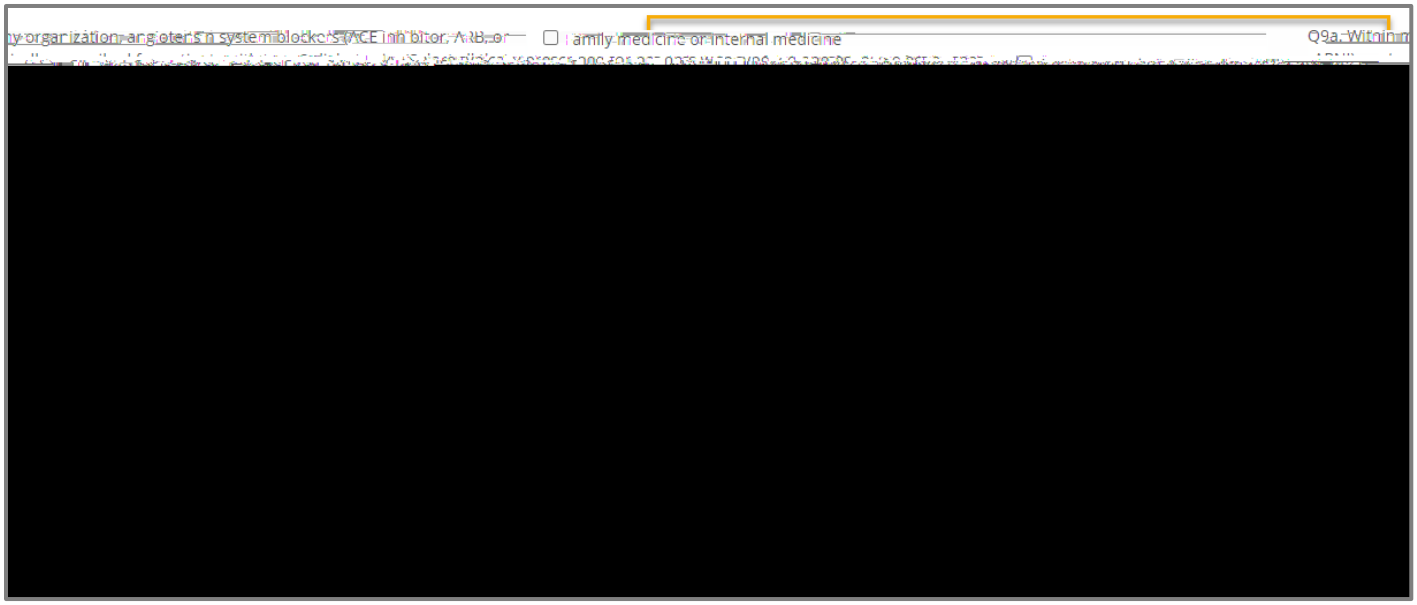


For Q7 and Q8, you can select multiple options as they apply to your organization's protocols and treatment plans.



STEP 7

Q9 and Q10 center on guideline-based pharmacologic therapies. Q9A-Q9F ask about which therapies are typically being prescribed and where they are prescribed.



Q10 asks about the prescribing barriers your organization faces. Mc3.9 (4 777.6002]/Subtype /Headei47714d1
ref5742 BT 584 TD[(Q)232.4 (10)1 g a

When all data are entered, check the “Data Entry Complete” checkbox and click the Save & Exit button at the top of the page.