Viewing CDM Payment Reports

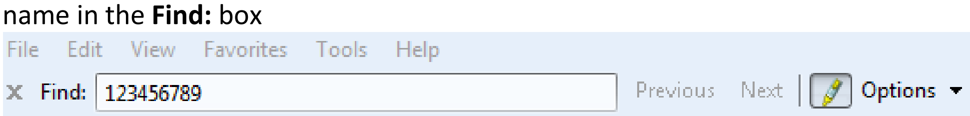
1. Log into MyeHealth with your regular username and password
2. Click on “Launch an eHealth web application” at the left or the “Application Launch Pad” at the top of the screen
3. Select the desired organization from the drop down list
4. Select the eHS Reporting link
5. Click the CDM icon
6. Click on Shared Reports
7. Click on CDMQIP
8. Choose the CDMQIP report you would like to view

CDMQIP Payment Details Report

1. Choose a date range. It is a good idea to think about which of the filters you plan to use when you view the report; it will help you to choose an appropriate date range. The filter options are:

    - Patient whose indicators were met during the date range
    - Patients for whom payment was requested in the date range
        - *Note: payment request date will always be a quarter end*
    - Patients for whom payment was processed in the date range
        - *Note: payment processed date will always be an MSB pay run date following quarter end*
    - Patients whose assessment period was reached during the date range

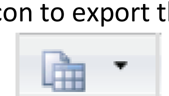
2. Choose the provider name, if more than one option is available.
3. Choose the desired filter criteria.
4. Choose the specific conditions you would like included, or “all” conditions (note: HF and COPD will be added in 2016).
5. To focus on a single patient, click “Edit” , “Find on this page ….” in the upper left corner of the screen, and enter the patient HSN or name in the **Find:** box



6. Right click on any column title to sort the data in that column, ascending or descending.
7. To view more rows, use the up/down scroll bar at the right side of the view.
8. To view more columns, use the left/right scroll bar at the bottom of the view.
9. Re-size the width of any column by dragging the line that separates the columns.
10. Click the “re-prompt” icon to go back to the date parameters to select a new date range.

11. Click this icon to back up a level (***don’t use the browser back arrow to back out***, you will need to log in again!)

12. Click this icon to export the report to Excel.

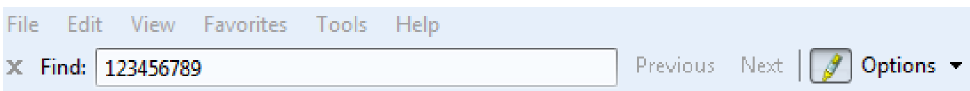


13. Click this icon to print the report. You will be prompted to save the report as a PDF file first.

CDMQIP Payment Exception Report

1. Choose a date range. Most often, you will be viewing a particular fiscal quarter, because the payment process runs each fiscal quarter.
2. Choose the provider name, if more than one option is available.
3. Choose the desired filter criteria. Options are:

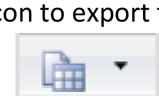
   - Patient assessment period ended, and the reason for no payment was indicators were not met
   - Patient assessment period ended, and there were other reasons for no payment
   - Patient grace period ended, and the reason for no payment was indicators were not met
   - Patient grace period ended, and there were other reasons for no payment
4. Choose the specific conditions you would like included, or "all" conditions (note: HF and COPD will be added in 2016).
5. To focus on a single patient, click "Edit" , "Find on this page …." in the upper left corner of the screen, and enter the patient HSN or name in the **Find:** box



6. Right click on any column title to sort the data in that column, ascending or descending.
7. To view more rows, use the up/down scroll bar at the right side of the view.
8. To view more columns, use the left/right scroll bar at the bottom of the view.
9. Re-size the width of any column by dragging the line that separates the columns.
10. Click the "re-prompt" icon to go back to the date parameters to select a new date range

11. Click this icon to back up a level (***don't use the browser back arrow to back out***, you will need to log in again!)

12. Click this icon to export the report to Excel.



13. Click this icon to print the report. You will be prompted to save the report as a PDF file first.