

Connect as a Clinician

Table of Contents

[Introduction](#)

[Sign In to the Quality Payment Program](#)

[Navigate to Manage Access](#)

- [No Previously Connected Organizations](#)
- [Previously Connected Organizations](#)

[Verify Your Identity](#)

- [Automatic Verification](#)
- [Manual Verification](#)

[Error Messages](#)

[Return to Manage Access](#)

Introduction

We've created a role just for **clinicians** that will allow you to see the information that's relevant and specific to your participation in the Quality Payment Program. This document provides information on what you can and cannot do with the clinician role, as well as outlines the steps for requesting the clinician role.

With the Clinician role, you can:

- ✓ View your MIPS performance feedback, final score and the payment adjustment information for each practice, virtual group, and APM entity you're associated with
- ✓ View your MIPS eligibility details (including low-volume threshold data) for each practice you're associated with

The Clinician role does not:

- X Require you to request access to each practice or APM Entity you're associated with
- X Allow you to see information about the other clinicians in your practice
- X Allow you to take an action such as reporting data (note this may change in the future)



Getting Started

Sign In to the Quality Payment Program

1. Go to the [Quality Payment Program Website \(qpp.cms.gov\)](http://qpp.cms.gov) and click **Sign In** on the upper right-hand corner.
2. Enter your **User ID** and **Password**.
3. Check **Yes, I agree** next to the Statement of Truth and click **Sign In**.
 - You will be prompted to provide a security code from your two-factor authentication.

Returning users:

Sign in with the same credentials you've previously used.

New users:

Sign in with your newly created HARP credentials.

Don't have an account?

Select [Register](#) next to Sign In and review the **Register for a HARP Account document** in this [guide](#).

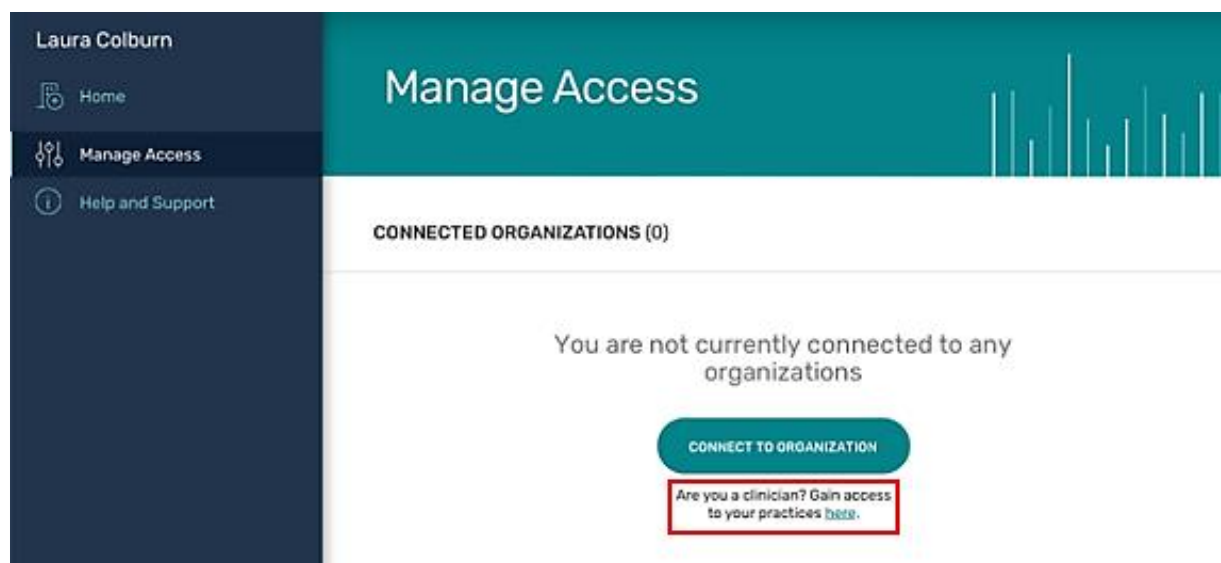
Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

Navigate to Manage Access

Click **Manage Access** found in the left-hand navigation pane. The information displayed in your Manage Access depends on whether you connected to an organization.

You have no connected organizations

Click **here** under the **Connect to Organization** button.



After you click here, your request to connect as a clinician will be submitted and you will move onto the [next step](#) of where we will **verify your identity**.

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

You have one or more connected organizations

You will see the organizations you already have permission to access. Click **Connect to Another Organization** to connect to all of your organizations as a clinician.

The screenshot shows the 'Manage Access' page for Elizabeth Blackwell. The left sidebar contains navigation links: Home, Eligibility, Performance Feedback, **Manage Access** (highlighted with a red box), and Help and Support. The main content area is titled 'Manage Access' and displays 'Connected Organizations (3)' with a link to 'Connect to another organization'. Below this, a callout box highlights the 'Connect to another organization' link with a red box and a red arrow. The callout box also shows the details for 'Acme Clinic, LLC', including its TIN, address, and role. The main content area also displays a table of users for 'Acme Clinic, LLC'.

YOUR ROLE	CMS WEB INTERFACE AND CAHPS	USERS
Security Official	<ul style="list-style-type: none">CMS Web InterfaceCAHPS Survey Edit registration	<ul style="list-style-type: none">3 connected users1 pending user View users

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

Next, you will be asked to **select your organization type**.

Select **individual clinician** so you can click **continue** to the [next step](#) where we **verify your identity**.

Account Home > Manage Access >

Connect to Organization

Step 1 of 3

Select Organization Type

- ☐ **Practice**
A representative of a single TIN can request a practice role. The first Security Official will need to provide the PTAN and NPI of a single clinician that is part of that practice.
- ☒ **Individual Clinician**
A clinician with NPI, SSN and PTAN information for one participating practice can request an individual clinician role. This clinician can individually report but cannot manage additional users or report for any other clinicians unless they connect to a practice and become the security official for that practice.
- ☐ **Alternative Payment Model (APM) Entity**
A representative of entities participating in Shared Savings Program, Next Generation, CPCU, CEC, and QCM can request an APM entity role. The first Security Official may need to provide different data based on model.
- ☐ **Registry**
A representative of a CMS-approved registry can request a registry role. The first Security Official will need to provide the Vendor ID for the registry.
- ☐ **Virtual Group**
A representative of a CMS-approved virtual group can request a virtual group role. The first Security Official will need to provide the TINs of 2 participating practices.

CONTINUE

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

Verify Your Identity

Automatic Verification

We use your name associated with your HARP account that is used to sign in to gpp.cms.gov, to identify who you are and the organizations you are associated with.

- If there is an **exact, unique match** between the name on your HARP account and your name as displayed on the [QPP Participation Status](#) look up tool, we will display a list of practices you're associated with in our systems.

If you recognize these practices and the information displayed is correct, click **Verify**. Once you click verify and your request is processed successfully, you will [return to Manage Access](#) to view your connected practices.

here.'"/>

Verify Your Identity	
If you've ever been associated with any of the organizations listed below, click verify to get clinician access.	
Your Name	LAURA COLBURN
NPI	0123456789
Organizations	GREENVILLE MEDICAL CLINIC
	HAMPTON MEDICAL CLINIC
	GREENVILLE PODIATRY
	ARLINGTON MEDICAL CENTER
VERIFY	
If you don't recognize any of these organizations, try connecting manually here .	

What if the listed organizations are incorrect?

If the organizations associated with your information are **incorrect**, click **here** below **Verify**. This will initiate the [Manual Verification](#) process where you'll be prompted to provide **additional information** to verify your identity and identify your associated organizations.

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

Manual Verification

You will begin the manual verification process if there is **NOT an exact, unique match** between your name on your HARP account that's used to sign in to qpp.cms.gov and

- Your name as displayed the [QPP Participation Status](#) look up tool, or
- You have indicated the practice information looks incorrect.

If the information is incorrect, you will be prompted to provide the following information needed to verify your identity and determine which organizations you are associated with as a clinician:

- Your NPI
- Your SSN
- Your PTAN (any of those listed for you in PECOS)

What's a PTAN?

A PTAN is a Medicare-only number issued by MACs upon enrollment to Medicare. A clinician will have one NPI and one, or more, PTAN(s) based on their relationships with medical groups or practices, in which separate PTANs are assigned. A clinician's PTAN(s) can be found in [PECOS](#).

How do I find my PTAN?

Each Medicare provider has at least Provider Transaction Access Number (PTAN), associated with their NPI; it was issued at the time of Medicare enrollment and can be found in [PECOS](#).

1. Log into Internet-based [PECOS](#).
2. Select **My Associates** on [PECOS](#) home page.
3. Select **View Enrollments** by applicable individual or organizational enrollment.
4. Click on View Medicare ID Report
5. PTAN(s) are listed in Medicare ID column.

Once a you submit a manual verification request; we will verify your identity and connect you to your associated organizations. You will see the organizations you are connected with in your Manage Access.

The screenshot shows a web interface titled 'Connect to Organization' with a teal header. Below the header is a white box titled 'Verify Your Identity'. The instructions state: 'Identify yourself by providing your 10-digit NPI and Social Security Number (SSN) and a PTAN associated with any of your practices.' There are three input fields: 'CLINICIAN NPI' (10-digits e.g. 1234567890) with the value '1234567890', 'SSN' (9-digits e.g. 123-45-6789) with the value '987-65-4321', and 'PTAN' (This PTAN can be associated with any of your practices.) with the value '0192837465'. At the bottom of the form are two buttons: 'CANCEL' and 'SUBMIT'.

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST



Error Message

If there is an error processing your request, you will receive an error message.

Your Clinician NPI, SSN, and/or PTAN did not match our records. Please try again. If you need further support, [Get help from CMS](#).

- If you receive an error message, re-enter the required information and double check it before clicking submit
- You can also close out of your current Connect to an Organization attempt and submit a new request later.
- If the issue persists, contact the Quality Payment Program using the contact information listed at the bottom of this page.

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST

Return to Manage Access

After you have successfully completed the verification process, you will return to the **Manage Access** page.

On this page you will see that you have been assigned the **Clinician Role** for all of your connected practices.

- If you have a Staff User or Security Official role for other organizations, you will see those roles associated with those organizations listed on the page too.

The screenshot shows a web application interface for 'Manage Access'. On the left is a dark blue sidebar with the user's name 'Laura Colburn' at the top. Below the name are five menu items: 'Home' (house icon), 'Eligibility & Reporting' (clock icon), 'Performance Feedback' (star icon), 'Manage Access' (person with checkmark icon, currently selected), and 'Help and Support' (info icon). At the bottom of the sidebar is a 'COLLAPSE' button with arrows. The main content area has a teal header with the title 'Manage Access'. Below the header, it says 'Connected Practices (4)' with a link 'Connect to another organization'. There is a list of four practices, each with its name, TIN, address, and role. The role for all is 'Clinician', and each has an 'Edit Role' link.

Practice Name	TIN	Address	YOUR ROLE
Greenville Medical Clinic	#1234567890	5200 Manchester Ln., Greenville, OH 01234	Clinician Edit Role
Hampton Medical Clinic	#1234567890	5200 Manchester Ln., Greenville, OH 01234	Clinician Edit Role
Greenville Podiatry	#1234567890	5200 Manchester Ln., Greenville, OH 01234	Clinician Edit Role
Arlington Medical Clinic	#1234567890	5200 Manchester Ln., Greenville, OH 01234	Clinician Edit Role

If you're connected to an APM Entity or virtual group, you won't see these organizations listed on the **Manage Access** page

You will see these organizations listed when you click **Performance Feedback** in the left-hand navigation.

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST



Version History

Date	Description of change
07/01/19	Original posting

Have questions? Contact the Quality Payment Program
By Phone: 1-866-288-8292 (TTY: 1-877-715-6222) or By Email: QPP@cms.hhs.gov
Monday – Friday, 8am – 8pm EST