Select Health Quality Provider Program
Report Hub Instructions: Intermediate User

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Navigating the 2024 Quality Provider Program Dashboard

1. Once you access the report hub, select the current QPP Dashboard (i.e., "2024 Quality Provider Program Dashboard") to view summary and detail information related to measures for the current year.

2. Once the dashboard opens, you may see up to 6 tabs, 4 of which are key for the intermediate user (see below).

PERFORMANCE_TRACKER: Displays the following:

- Payment amount per gap closed
- Potential remaining opportunities and payments
- Estimated numerator
- All participating QPP clinics' rate of gaps closed year to date
- Estimated percentage of gaps closed year to date
- Percentage of gaps closed in the prior year
- Estimated denominator

Instructions begin on **page 9**.

GAPS_LIST: Displays gaps by members & providers. Clinic user will have the option to download a report. **NOTE**: View the gaps in care data with links to a printable PDF form and the Quality Data Corrections (QDC) Tool.

Instructions begin on **page 12**.

RATES_SUMMARY: Displays clinic's rates by measure along with compliance status.

Instructions begin on **page 7**.

CLINICAL_SUMMARY: Displays clinic's current data rates and the number of members needed to meet entry, stretch goals, and gap status.

Instructions begin on **page 4**.
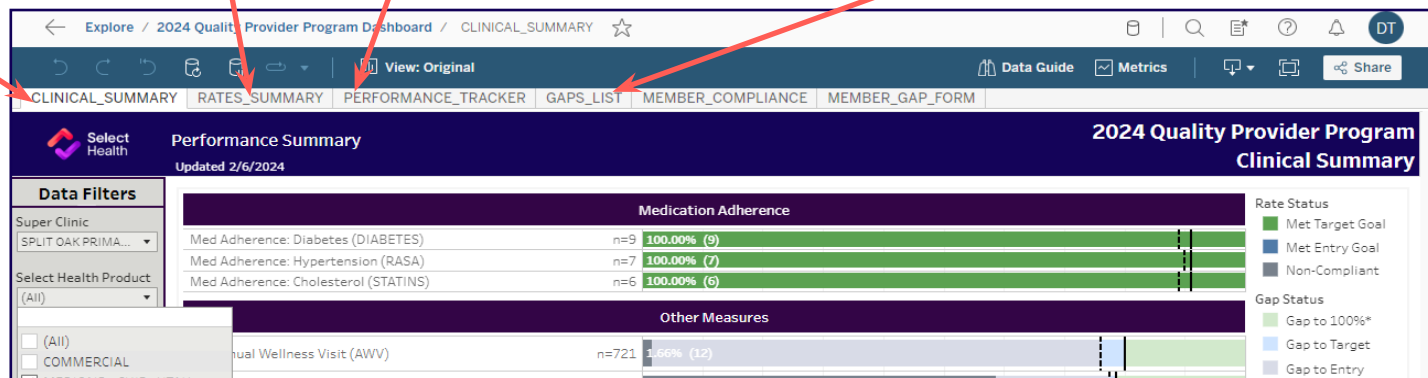
Data filters appear on the left side of the window that opens. Use the definitions at right to decide which filters meet your needs.
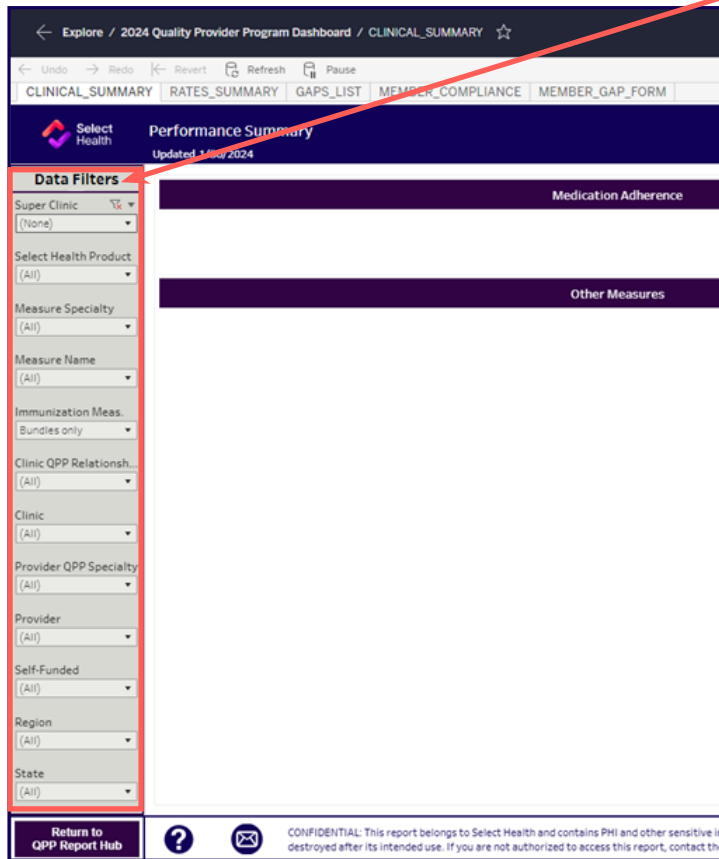
NOTE: If you closed out of the Report Hub tab previously, each report has a "Return to the QPP Report Hub" button in the bottom left corner, below the "Data Filters."

| DATA FILTERS	DESCRIPTION
SUPER CLINIC	Select the name of your organization.You should only have access to one super clinic.
SELECT HEALTH PRODUCT	Allows filtering by Commercial, Medicare, or Medicaid products to focus on a specific population.
MEASURE SPECIALTY	Options will be limited to the type of specialty program the clinic is enrolled in.
MEASURE NAME	Allows filtering by measure types.
IMMUNIZATION MEAS.	For primary care specialties, immunization members can be depicted as: • Bundles only (COMBO 2 & COMBO 7) • Bundles & components
CLINIC QPP RELATIONSHIP	The Super Clinic will default to either "Affiliated," "Intermountain," or "Employed."
CLINIC	If the organization has multiple clinic locations, this will allow you to filter to specific location(s).
PROVIDER QPP SPECIALTY	Allows filtering by provider primary specialty within the QPP Program.
PROVIDER	Allows filtering by provider name.
SELF-FUNDED	If your clinic is affiliated with Castell, selecting "yes" will filter to members not affiliated with Castell Programs due to different attribution models.
REGION	The Super Clinic main location will be set as the region default.
STATE	The Super Clinic main location will be set as the state default.
STATUS*	Allows filtering by member compliance status: Achievable, Compliant, or Non-Compliant
MEMBER*	Allows filtering by member name

*   Filters are only available on the GAPS_LIST (covered in the **Basic User Instructions**) and
    MEMBER_COMPLIANCE (covered in the **Super User Instructions**) tabs.

CLINICAL_SUMMARY

Quality Provider Program payments are driven by number of gaps closed. "Entry" and "Stretch" goals are presented for benchmarking.

1. When you first click on the current "Quality Provider Program Dashboard" (e.g., "2024 Quality Provider Program Dashboard"*) you will see the "CLINICAL_SUMMARY" tab.

2. Select your clinic in the "Super Clinic" drop down and click "Apply." Repeat for other additional filters desired.
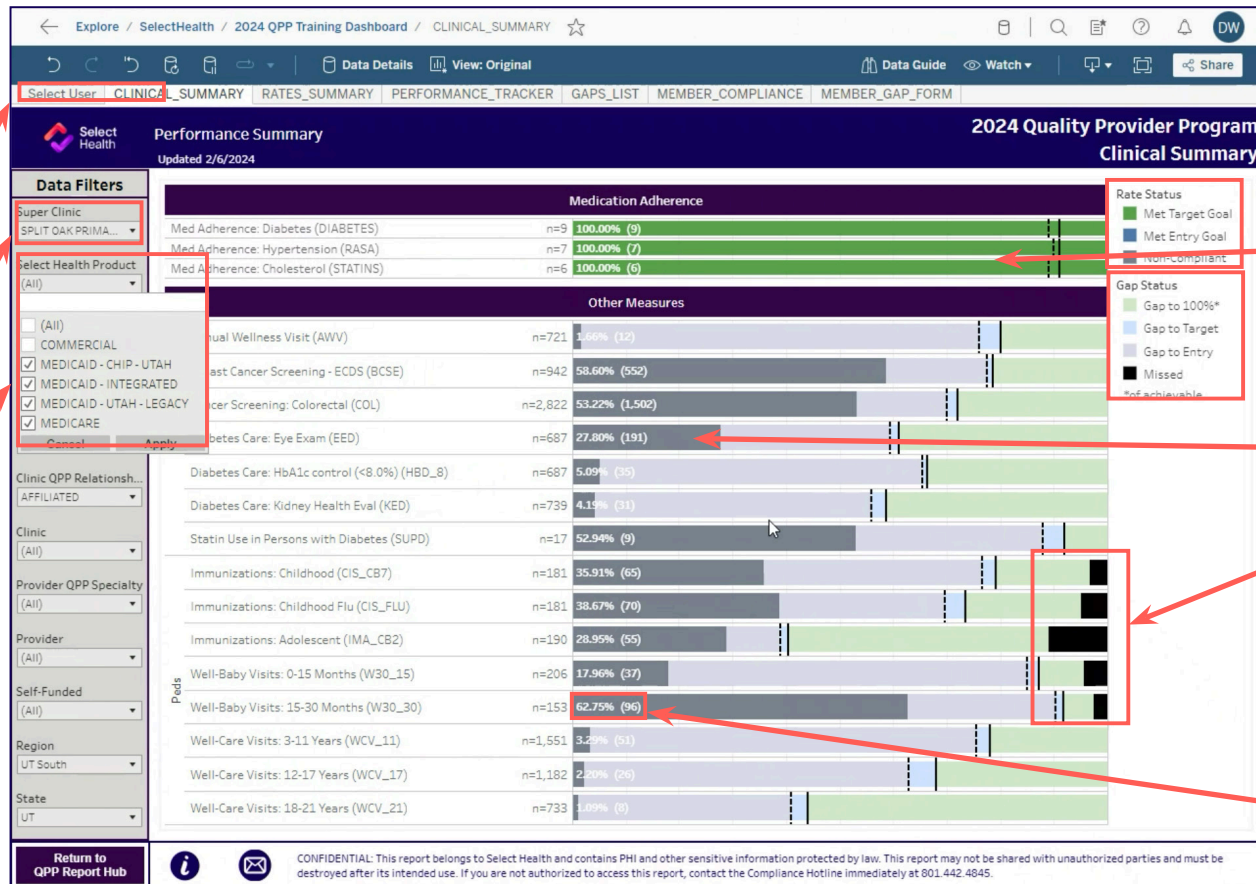
3. The graph will show how many gaps are needed to reach entry and target. Colors indicate the following:

— **Green**: Meeting goal at the "Target" rate

— **Blue:** Meeting goal at the "Entry" (not shown here)

— **Gray**: Not yet meeting goal

— **Black**: Missed gaps (defined as non-compliant members whose denominator date has passed)

The numbers reflect members with whom you have the opportunity to close a measure.

* Dashboards for the current year and last 3 years are available.

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Report Hub Instructions: Intermediate User, Continued

CLINICAL_SUMMARY, Continued

When you hover over a bar on the CLINICAL_SUMMARY tab, you will see a popup like below.

1. The popup shows how many members:

   — Fall into the measure
   — Are compliant
   — Are needed for gap closure to hit Entry, Target, and/ or reach 100%.

   For example, this clinic has a current rate of 67. 38% and needs 590 members to meet entry (77.56%).

2. You can view the data or select the "download" icon toward the top-right of this report within your browser.

CLINICAL_SUMMARY, Continued

To "Export" the clinical summary, we recommend exporting as an image for best results. This format will only export a snapshot of what is depicted on the screen and may cut off data if not sized appropriately. Click on **CTRL** and (**-** or **+**) to resize the data displayed on your browser.

1. To export, click on the Download icon at the top right corner of the screen.

2. Then, click on "Image" as the file format to fully download.

RATES_SUMMARY

The "RATES_SUMMARY" tab provides a table summary of the program measures with the assigned target and stretch goals in addition to the clinic's current numerator, denominator, and rate compared to the overall QPP rate. This data is updated on a weekly basis. Remember, you are paid for the numerator, regardless of your rate. Provider rates data allows you to track current clinic rates and number of member opportunities.

This depicts a summary of overall clinic rates. On the right side of the table, you can break down overall clinic rates by filtering to clinic or provider while sorting by clinic, measure, or provider groups.

For example, this depicts an example of sorting RATES_SUMMARY by "Clinic, sort by Clinic."

Continued...

RATES_SUMMARY, Continued

We recommend that you export the Rates Summary report as a CSV file. To do so:

1. Click on the data table displayed to focus on the data you would like to export.

2. Select the "download" icon toward the top-right of this report within your browser.

3. Choose **"Crosstab"** as the file format.

4. Select the file to download (**"Rates_Clinic"**) and **"CSV"** as the format to download to your desired location on your computer.

NOTE: Make sure to select the correct sheet before downloading.

5. After opening the CSV data file, select "Save As" an Excel workbook to allow formatting for readability and usability.

NOTE: Save the CSV file as an Excel workbook. Otherwise, your CSV file will look like this:

PERFORMANCE_TRACKER

The "PERFORMANCE_TRACKER" tab displays overall clinic performance. You will see how many more opportunities you have remaining during the year to improve your clinic's performance and maximize your payment. You may also compare your:

- Most recent rates against rates from last year during the same period
- Clinic against all participating clinics

This tab is not connected to the other tabs on the dashboard; therefore, any previously selected filters must be reapplied.
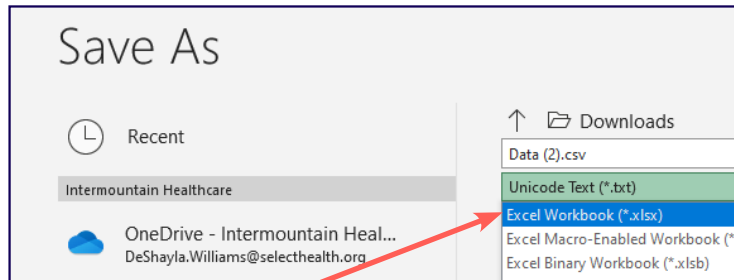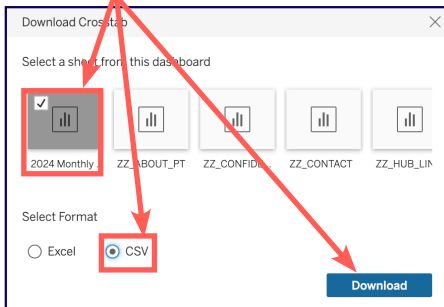
Report Hub Instructions: Intermediate User, Continued

PERFORMANCE_TRACKER, Continued

We recommend that you export the Performance Tracker report as a CSV file. To do so:
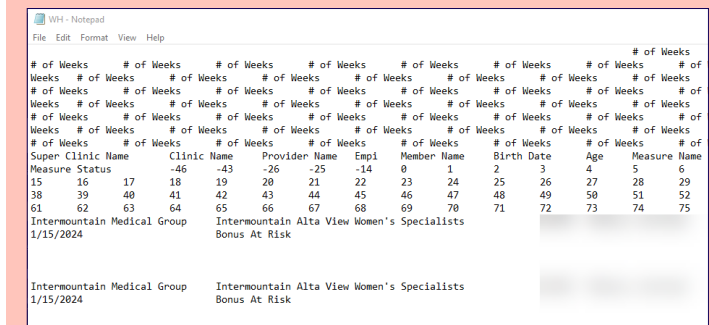
1. Click on the data table displayed to focus on the data you would like to export.

2. Select the "download" icon toward the top-right of this report within your browser.

3. Choose **"Crosstab"** as the file format.

4. Select the file to download (**"2024 Monthly Performance Tracker"**) and **"CSV"** as the format to download to your desired location on your computer.

5. After opening the CSV data file, select "Save As" an Excel workbook to allow formatting for readability and usability.

NOTE: Make sure to select the correct sheet before downloading.

NOTE: Save the CSV file as an Excel workbook. Otherwise, your CSV file will look like this:

Select Health

GAPS_LIST

The "GAPS_LIST" tab will pull up every patient and every measure they fall into.

1. Start by selecting your clinic in the **"Super Clinic"** drop down, and click **"Apply."**

2. By default, the GAPS_ LIST tab depicts member-to-measure information without status detail. Use the filter to the right of the table to view more detailed information by selecting:

   — **"Provider"** for data grouped by provider, then by associated member and measure
   — **"Member"** for data grouped by member first, then by associated provider and measure
   — **"Download"** to access a full gaps-in-care list with supplementary information to support gap closure.
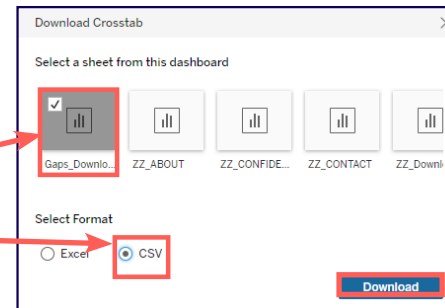
NOTE: Make sure you select the correct sheet before downloading.
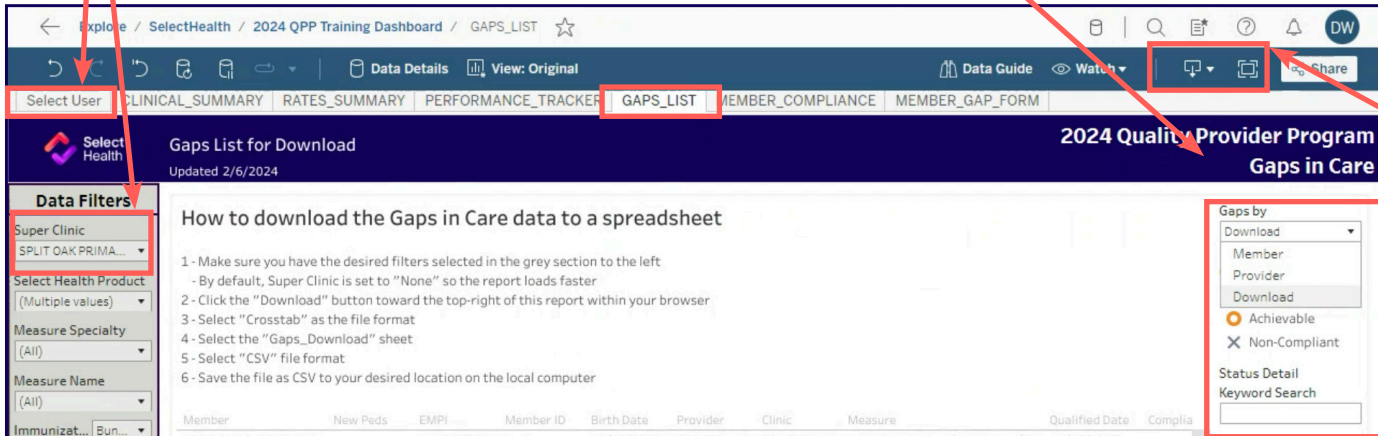
3. We recommend that you export the gaps list report as a CSV file. To do so, choose "Download" from the "Gaps by" dropdown or the "Download" icon in the top right corner; then select **"Crosstab"** as the file format.
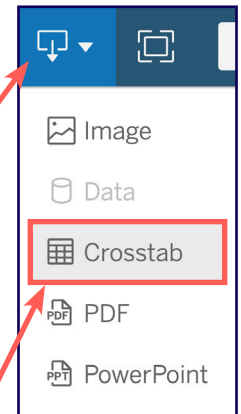
4. Select the file to download (**"2024 Gaps List"**) and **"CSV"** as the format to download to your desired location on your computer.
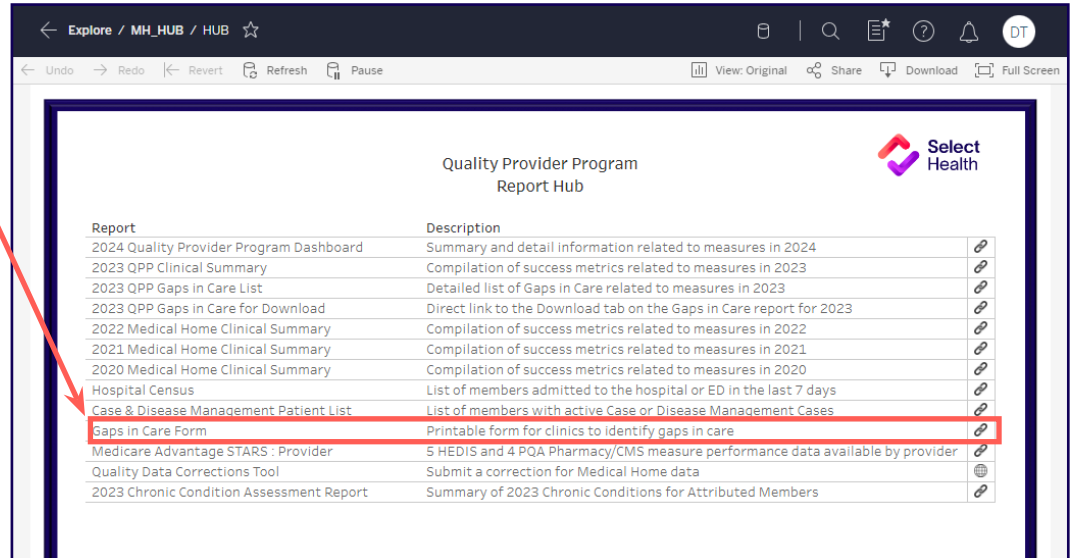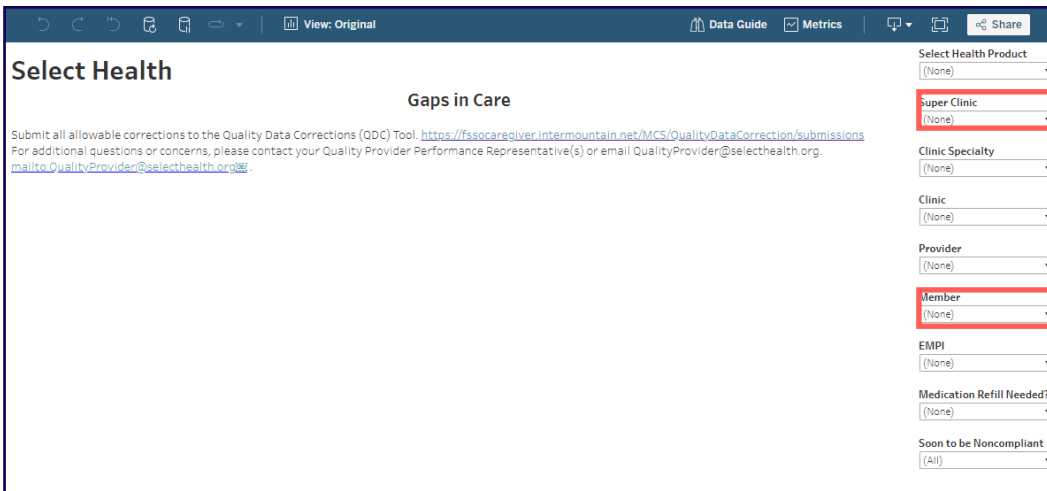
Continued…

GAPS_LIST, Continued

5. After opening the CSV data file, select "Save As" an Excel workbook to allow formatting for readability and usability.

The downloaded file will include links to submit a correction for the member on the corresponding row. The selected member's information and measure components will be auto populated in the respective fields of the correction form.

NOTE: Save the CSV file as an Excel workbook. Otherwise, your CSV file will look like this:

Navigating the Gaps-in-Care Form

The Gaps-in-Care Form Report will reformat the GAP_LIST information into a PDF form for clinics to print.

1. Select desired filters and click on "Apply" to save changes as most of the filters default to none. Note that:

   — When a Super Clinic is selected, all filters will change to "(All)" except for member-specific filters.

   — You must add a member filter as well for information to populate or to use other filters listed as "(None)."
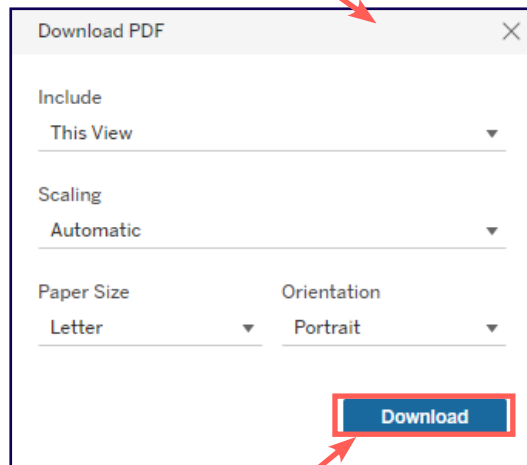
Export as a PDF file so that Tableau automatically selects the correct sheet for downloading. To do so:

1. Select the "download" icon toward the the "Gaps by" area of this report.

2. Choose **"PDF"** as the file format.

3. Select the file to download to your desired location on your computer.

4. Click "Download."