Bundled Payments for Care Improvement Advanced | BPCI Advanced

# Participant Portal Overview Webinar

September 14, 2023

## Poll 1

**How familiar are you with the BPCI Advanced Participant Portal?**

a) Very familiar

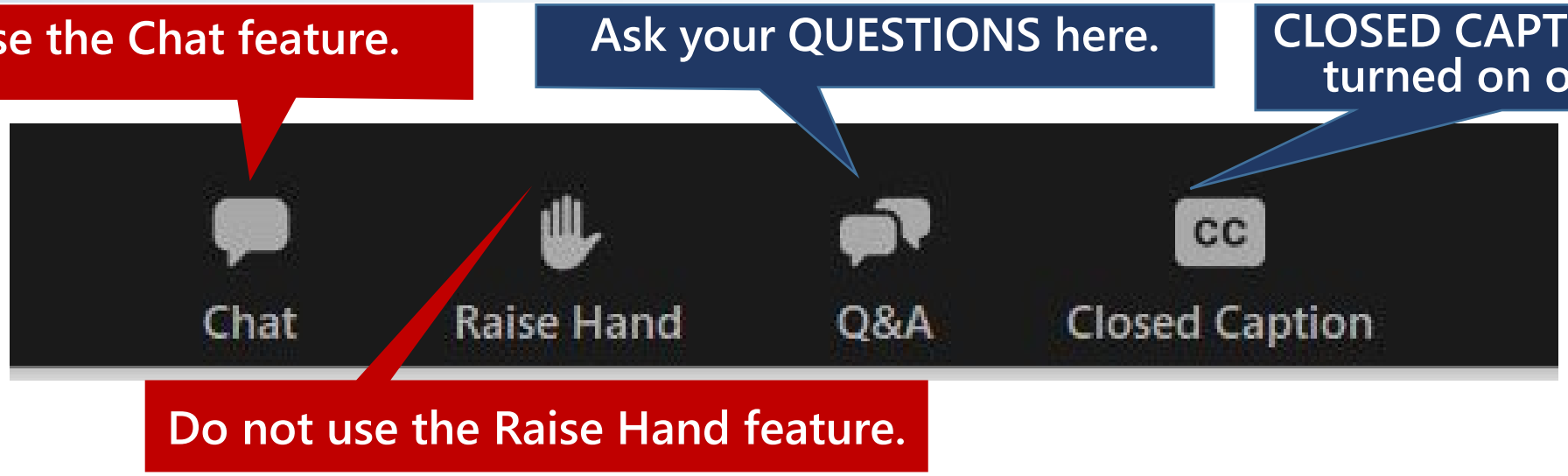
b) Somewhat familiar

c) Slightly familiar

d) Not at all familiar

CMS
CENTERS FOR MEDICARE & MEDICAID SERVICES
CENTER FOR MEDICARE & MEDICAID INNOVATION

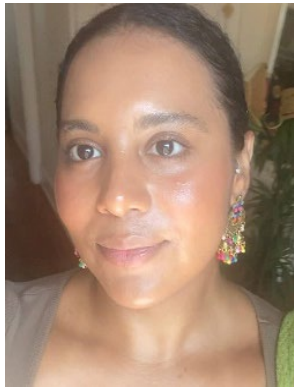
# Housekeeping Items




- All participants are in **listen-only** mode.
- **Closed Captioning** is available.
- Do not use the Chat feature.
- Submit all questions via the **Q&A Box**.
- On-demand recording will be available.

# Today's Presenters

**Aaron Broun**
*Social Science Research Analyst*



**Dara Clay**
*Health Insurance Specialist*

**Tom Ensor**
*Social Science Research Analyst*

*BPCI Advanced Model Team / Division of Payment Models (DPM)*
*Patient Care Models Group (PCMG)*
*Center for Medicare and Medicaid Innovation (CMMI)*

# Upcoming Webinar

**September 26th**

**3:00 – 4:00 PM ET**

## Pricing Methodology Q&A Session

**Due to the technical nature of pricing methodology topics, we strongly encourage you to submit your questions in advance.**

# Participant Portal Overview and General Q&A Session

## Webinar Agenda

- Required Model Year 7 Deliverables
- Participant Portal Overview
- General Q&A Session

# Required Model Year 7 Deliverables

Applicable to New and Active Model Participants

# Deliverables Timeline

**Due Q4 2023 for MY7:**

- ✓ **Participation Agreement MY7 (2024 & 2025)**
- ✓ Participant Profile (PP) MY7
- ✓ Care Redesign Plan (CRP) MY7
- ✓ Quality Payment Program (QPP) List – Q1 2024
- ✓ Financial Arrangement List (FAL) – Q1 2024 (if applicable)
- ✓ Participant DRA (if applicable)

**Due Q4 2024 for MY8:**

- ✓ **NO Participation Agreement anticipated for MY8**
- ✓ Participant Profile (PP) MY8
- ✓ Care Redesign Plan (CRP) MY8
- ✓ Quality Payment Program (QPP) List – Q1 2025
- ✓ Financial Arrangement List (FAL) – Q1 2025 (if applicable)

**MY7 2024** → Q1 2024 → Q2 2024 → Q3 2024 → Q4 2024 → **MY8 2025**

- Q2 2024: ✓ QPP List
- Q3 2024: ✓ QPP List; ✓ FAL (if applicable)
- Q4 2024: ✓ QPP List

# Deliverables Required for MY7

| Deliverables for MY7 (2024) | Due Date | New Participants | Active Participants |
|---|---|---|---|
| **Participation Agreement MY7** (New Participants) | 12/04/23 | **X** | |
| **Amended & Restated Participation Agreement MY7** (Active Participants in MY6) | 12/04/23 | | **X** |
| **Participant Profile (PP) MY7** *[+ Certification Form]* | 12/04/23 | **X** | **X** |
| **BPCI Advanced QPP List – Q1 2024** *[+ Certification Form]* | 12/18/23 | **X** | **X** |
| **Financial Arrangement List (FAL) – Q1 2024** *[+ Certification Form]* | 12/18/23 | **X,** *if doing NPRA Sharing* | **X,** *if doing NPRA Sharing* |
| **Care Redesign Plan (CRP) MY7** | 12/18/23 | **X** | **X** |
| **Participant Data Request and Attestation (DRA) Form** | 12/18/23 | **X** | |

# Deliverable Resources: User Guides and Templates

**User Guides**

- ❑ Participant Profile
- ❑ QPP List
- ❑ FAL
- ❑ CRP
- ❑ Participant DRA

**Templates**

- ❑ QPP List
- ❑ FAL
- ❑ Participant DRA
- ❑ CRP - sample
- ❑ *Participant Profile template is BPID-specific and will be provided in the Participant Portal*

# Participant Portal Overview

# Participant Portal Overview

**What is it?**

The Participant Portal is an online platform that allows users to:

- ❑ Access and review organizational information
- ❑ Verify Clinical Episode Selections
- ❑ Update and manage points of contact (POCs)
- ❑ Manage and submit Model deliverables
- ❑ Access and submit legal documents related to BPCI Advanced Participation
- ❑ Access the Document Library and Announcements section for additional resources and references

**Participant Portal Link**

**Participant Portal User Guide**

# Accessing the Participant Portal

**In order to access the Participant Portal, users must:**

- ❑ Have a CMS Identity Management (IDM) Account
- ❑ Be designated as a Primary POC or a Secondary POC for at least one BPID

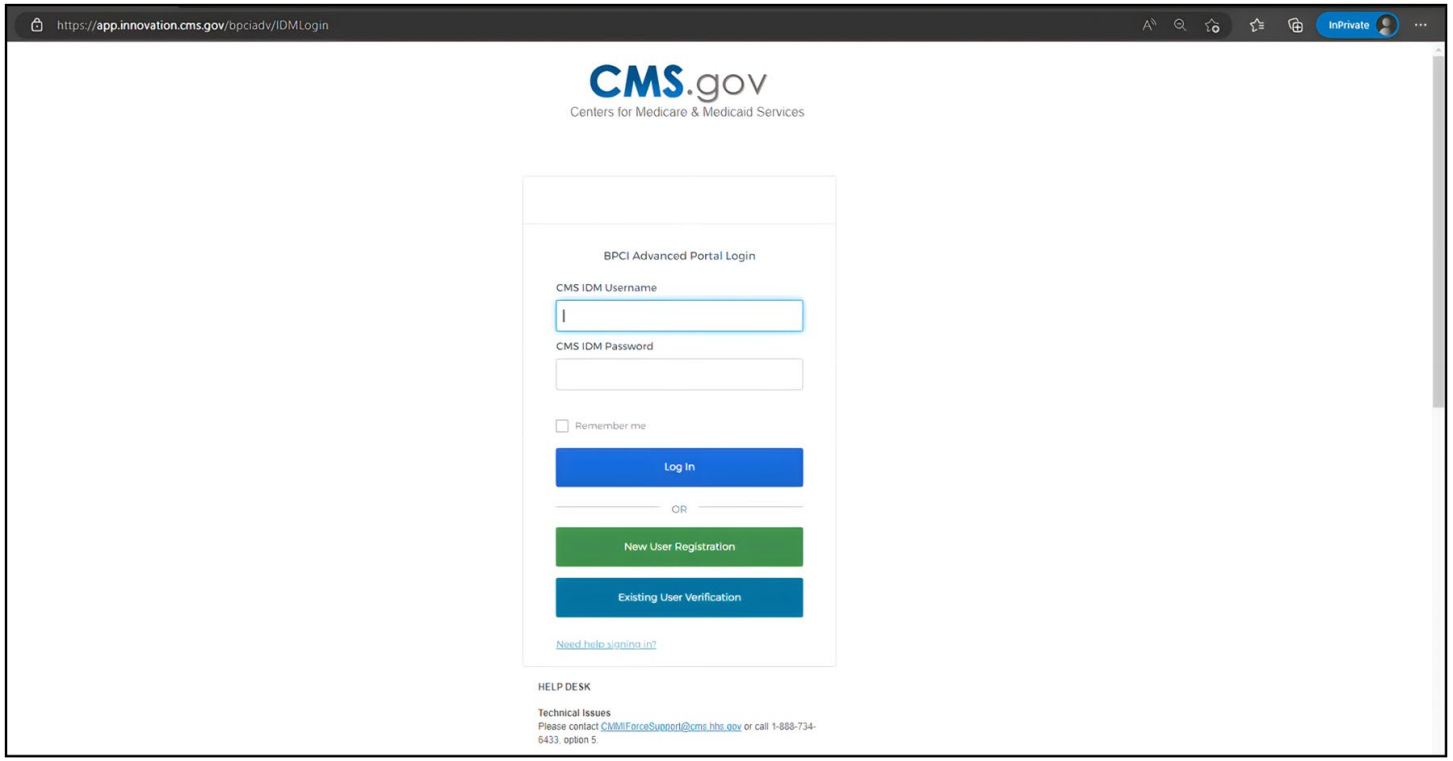
**Helpful Tips Before You Begin:**

- ❑ Users with an IDM account for the Application Portal and/or Data Portal should use the same IDM account in the Participant Portal.
- ❑ For more information on the full process of creating a CMS IDM account, please follow the detailed walkthrough in the Participant Portal User Guide: Participant Portal User Guide
- ❑ For security reasons, users are automatically logged out of the portal if there is no activity for more than 30 minutes.
- ❑ Passwords can only be changed once every 24 hours.

# Accessing the Participant Portal

**Participant Portal Log in screen**

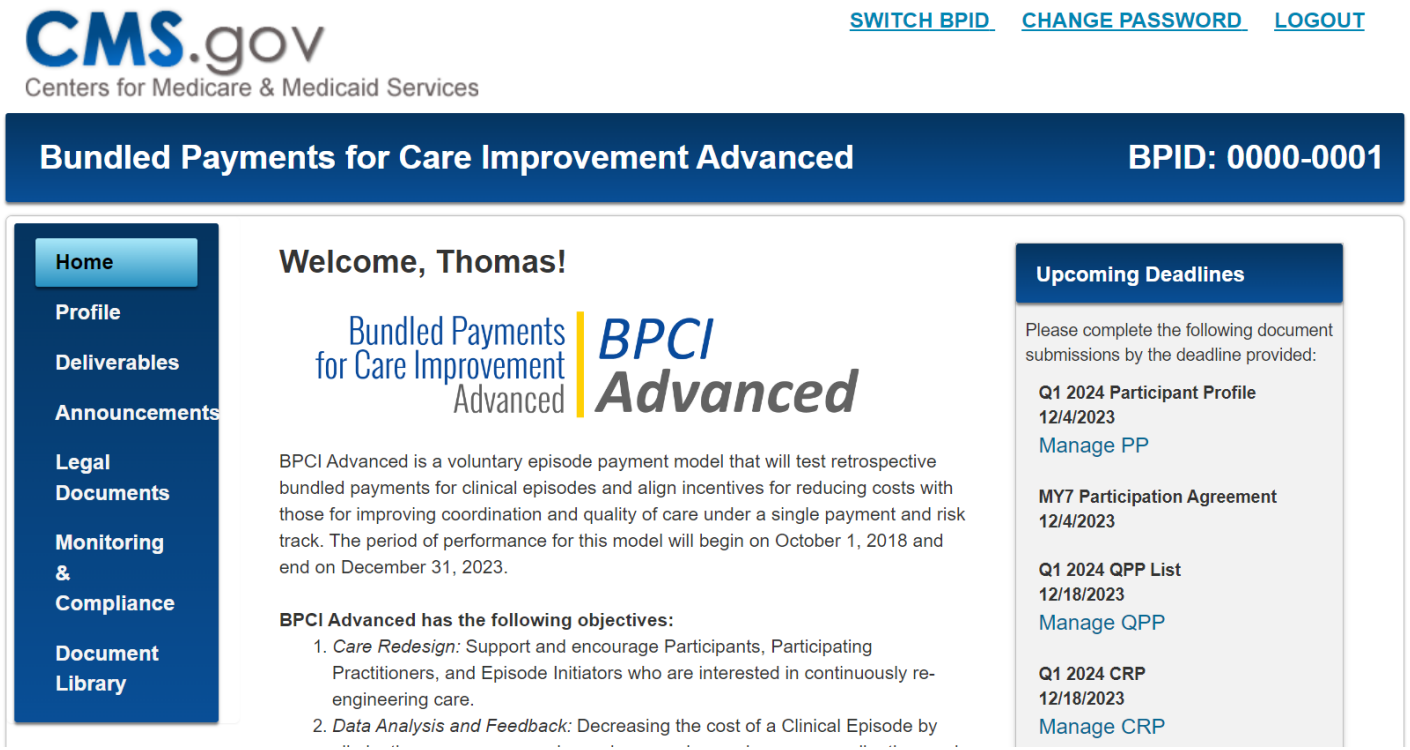
- ❑ All new users will have to select the “New User Registration” button for their first log in attempt, to sync their CMS IDM account with the Participant Portal account.
- ❑ Users that have already registered their IDM account in the Participant Portal can use their CMS IDM credentials to log in.



# Navigating the Participant Portal

**There are 3 important functions of the Participant Portal landing page:**

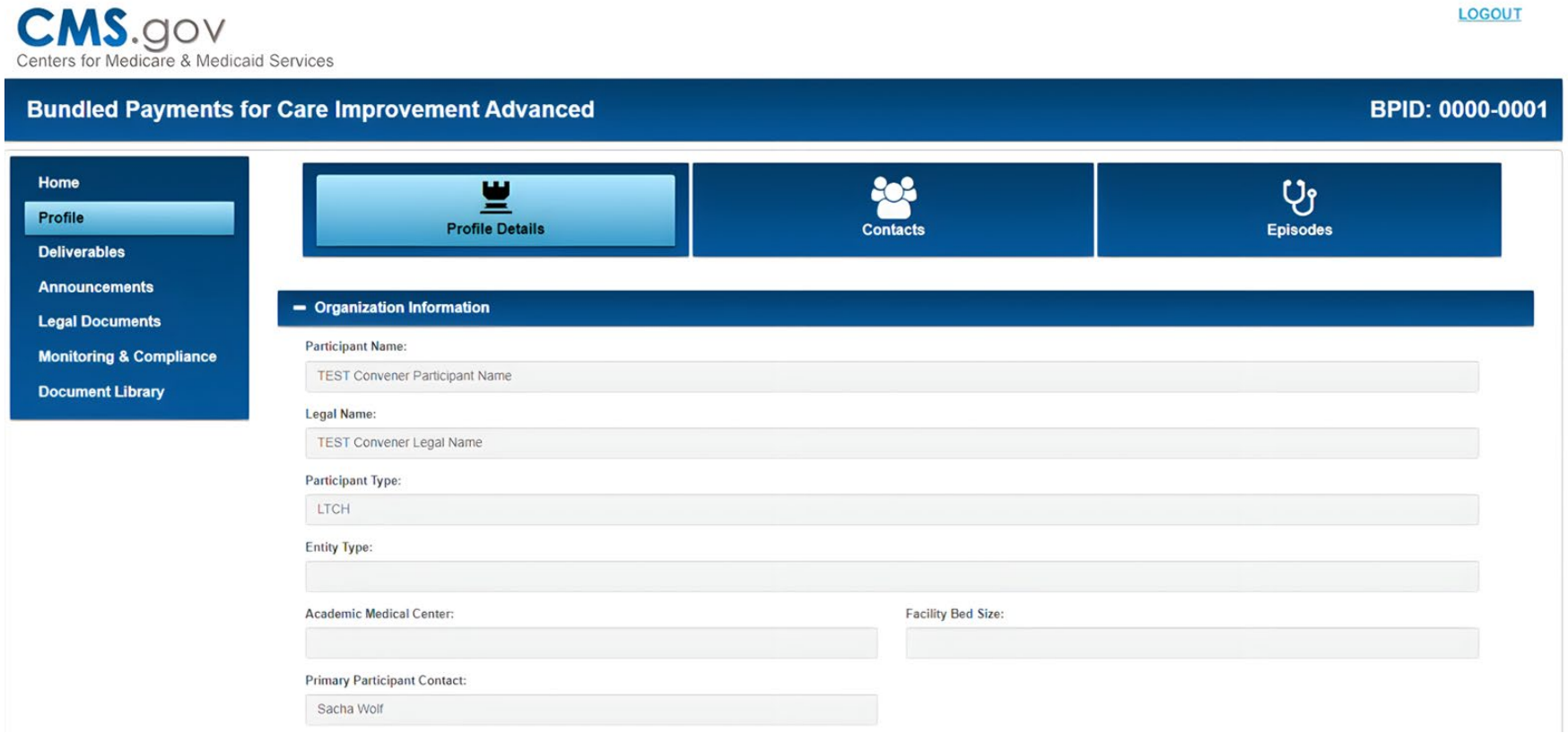
- ❑ Navigational menu on the left side of the screen
- ❑ Upcoming Deadlines on the right side of the screen
- ❑ Switch BPID button at the top of the page (for POCs associated with more than one BPID)



# Profile

## Profile Details

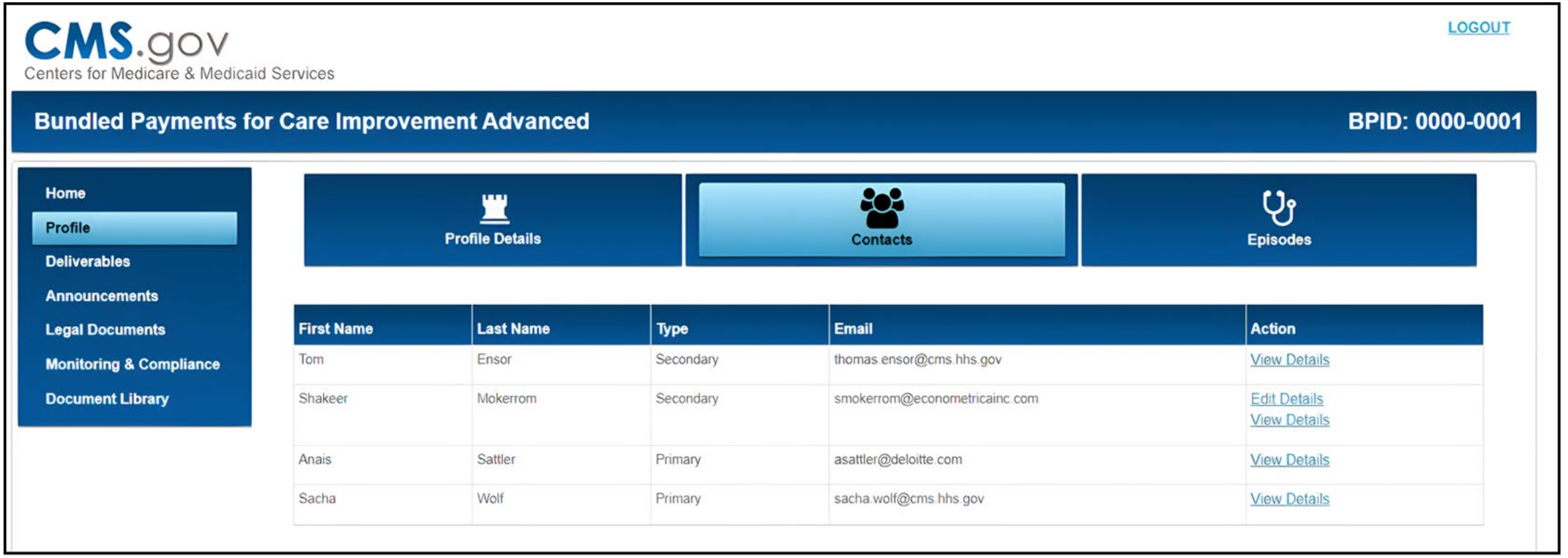
This section allows the User to view Organization Information, which is pre-populated from your organization's application.



# Profile

## Contacts

The Contacts section allows Primary POCs to view the POCs associated with your BPID, and add, remove, or edit POCs.



# Profile

**Contacts**

There are 3 POC Types that can be added, and each differ in their privileges and level of access:

| POC Type | Participant Portal Access | Manage Contacts | BPCI Advanced Email List | Number of POCs allowed by type |
|---|---|---|---|---|
| **Primary POC** | **X** | **X** | **X** | **2** |
| **Secondary POC** | **X** | | **X** | **5** |
| **Other POC** | | | **X** | **Unlimited** |

# Deliverables

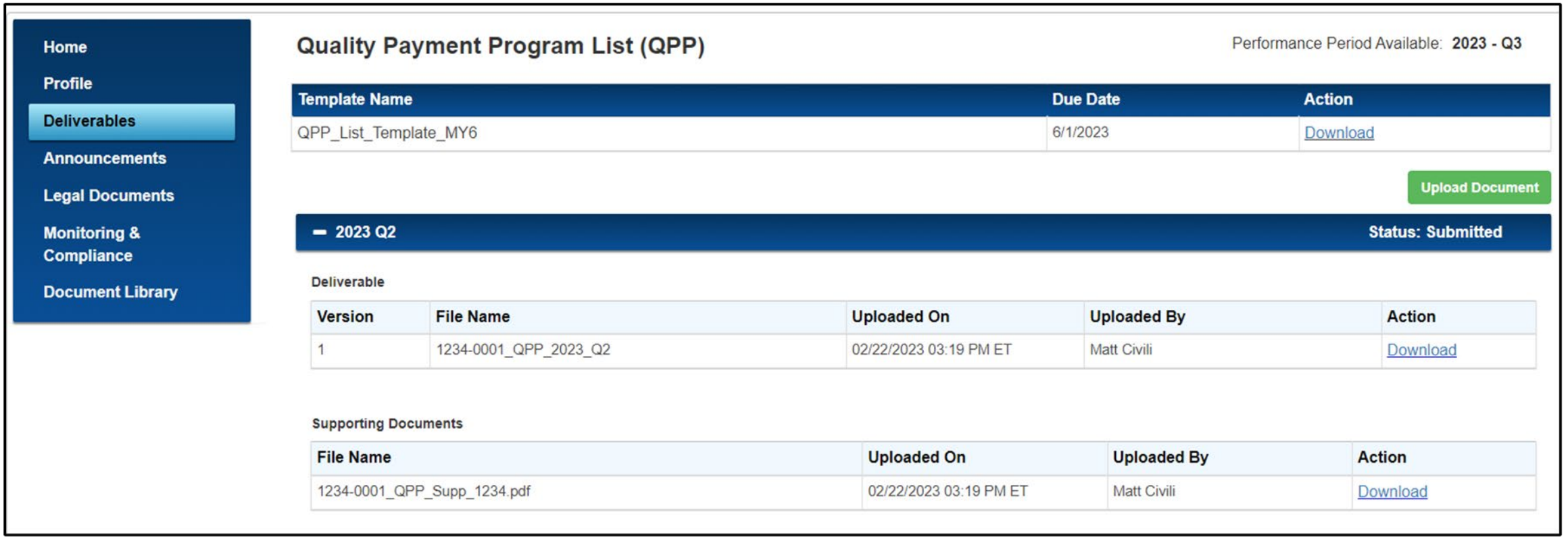
## Deliverables

The Deliverables section is broken up into 4 subsections by Deliverable. The ‘Manage’ button will take the user to a specific page for each deliverable, which will allow the user to download templates or submit documents.

# Deliverables

**Managing Deliverables:**

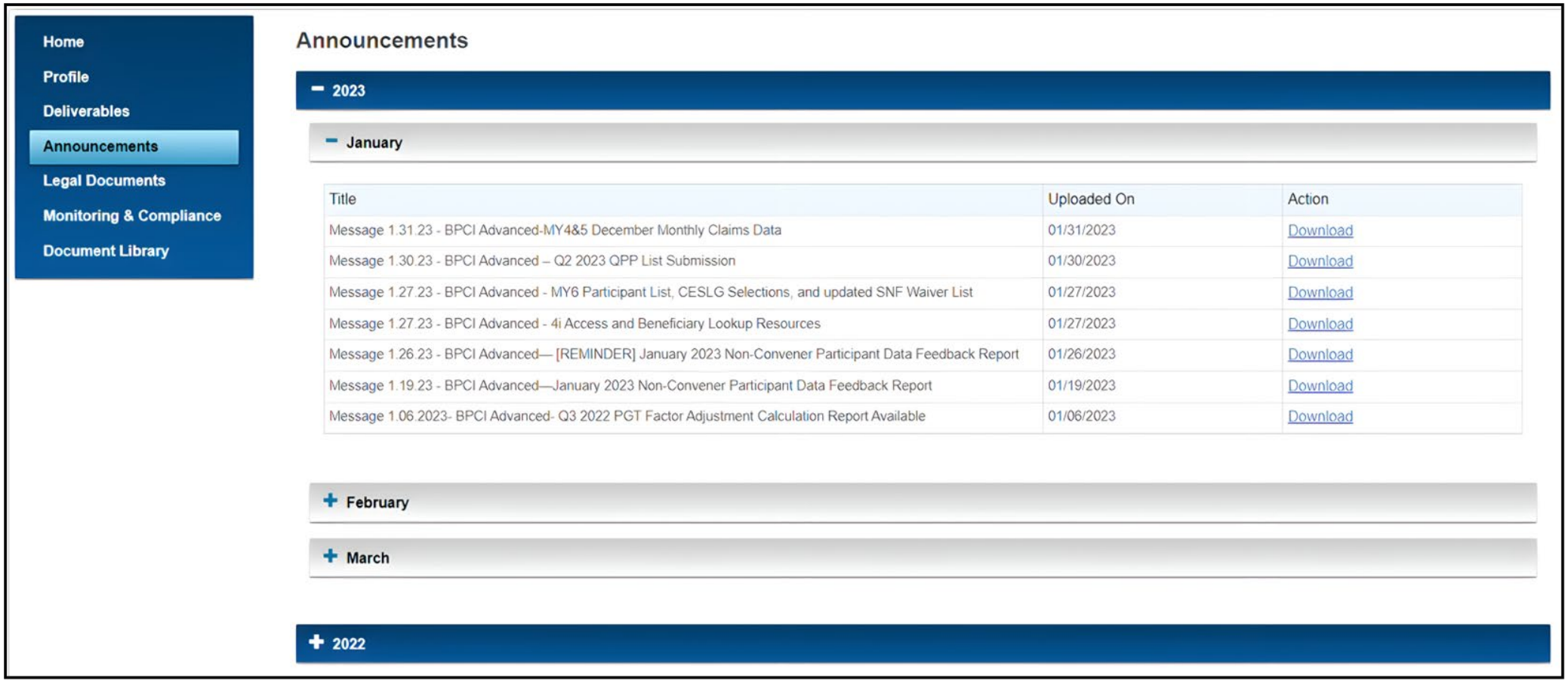
This page is specific to the QPP List, however the functionality works the same for all Deliverables and Legal Documents (except the CRP). It allows users to download the blank template, upload a completed QPP list, and view the submitted document.



# Announcements

**Announcements:**

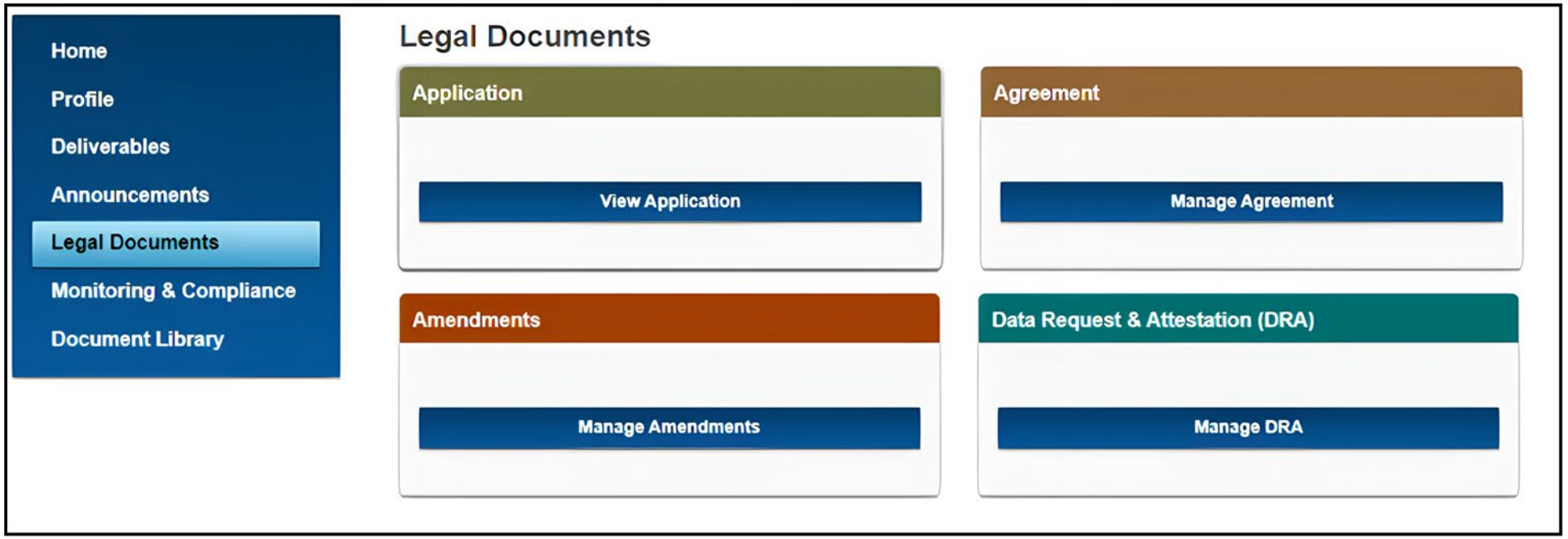
The Announcements section serves as a repository for all BPCI Advanced email communications sent from the Model team. The emails are sorted in chronological order, with the most recent date first.



# Legal Documents

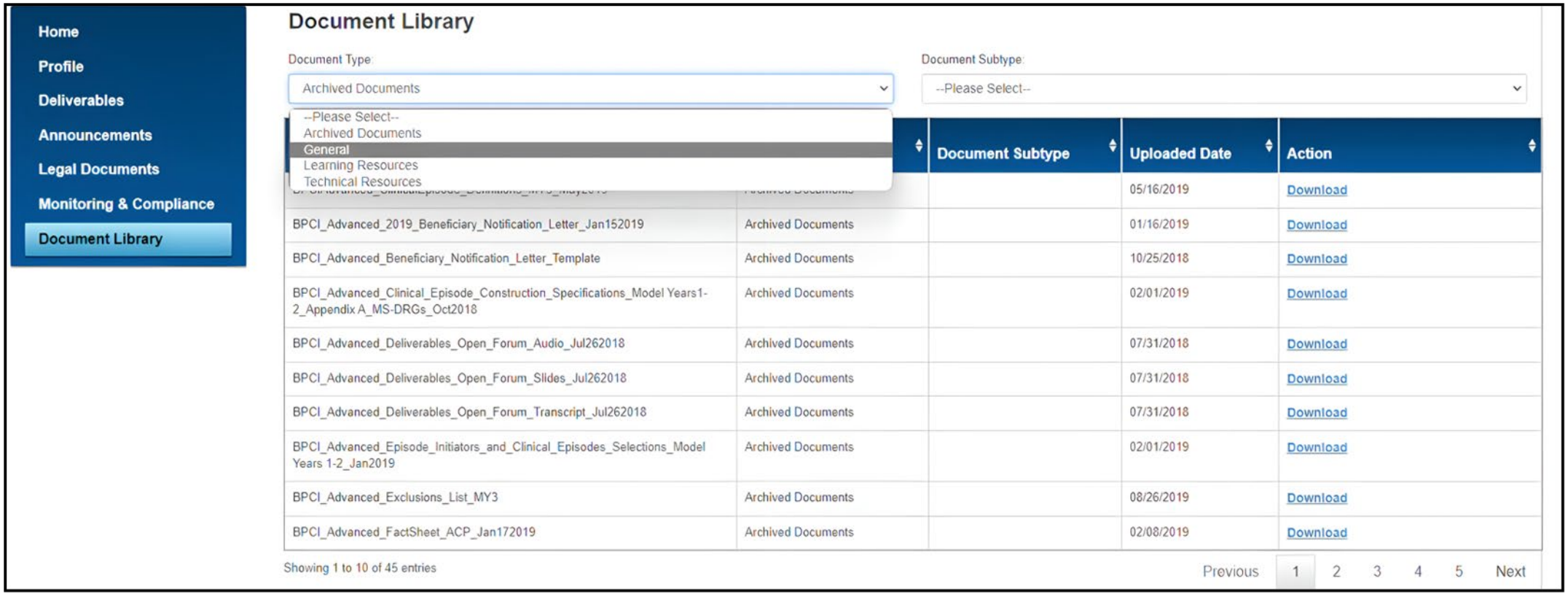
**Managing Legal Documents:**

The Legal Documents section allows Participants to view and manage the submission of required legal documents, such as: Participation Agreements, Amendments (when needed), and the Data Request & Attestation (DRA) form.



# Document Library

The Document Library section is the historical depository for all Model-related documents: it includes templates, learning resources, technical resources and operational/policy materials. The files can be filtered using the two drop-down menus.



# Polls 2 & 3

**2. We sent out notification of Participant Portal access to all Applicant POCs yesterday. Have you accessed the portal?**

a) Yes

b) No, but planning to do so soon

c) No, I need more information

d) I already had access as an active Model Participant

**3. Are you familiar with the deliverables needed for participation in Model Year 7?**

a) Very familiar

b) Somewhat familiar

c) Slightly familiar

d) Not at all familiar

# Questions and Answers Session

*Please **submit questions via the Q&A box** to the right of your screen.*

*Specific questions about your organization can be submitted to the Model Help Desk at:* BPCIAdvanced@cms.hhs.gov.

# Thanks for Joining Us Today!

**Upcoming Events:**

- **Tuesday, September 26th at 3:00 pm ET** – Pricing Methodology Q&A Session.

**Subscribe to the BPCI Advanced listserv to receive the "In the Know" Bulletin.**