

Bundled Payments
for Care Improvement
Advanced

BPCI
Advanced



Participant Portal User Guide

August 2023

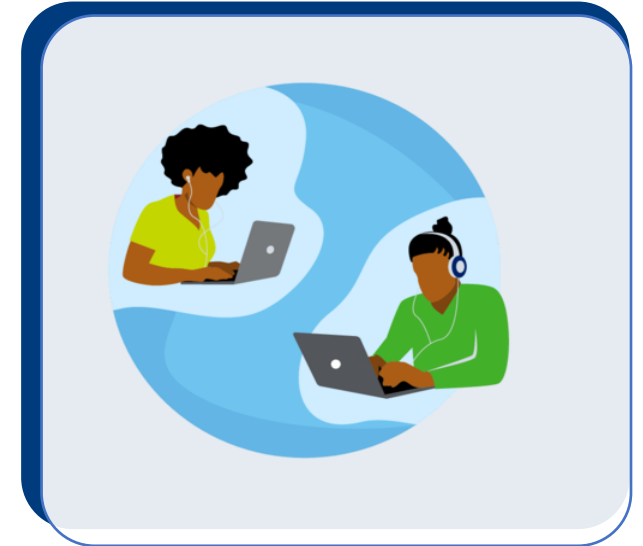


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Portal Link: <https://app.innovation.cms.gov/bpciadv>

The [BPCI Advanced Participant Portal](#) is an online platform that allows users to:

- Access and review organizational information
- Verify Clinical Episode selection
- Update and manage points of contact (POCs)
- Manage and submit Model deliverables
- Access legal documents related to BPCI Advanced participation
- Access Document Library that contains Model communications and reference material



Use this guide if you are a:

- New user who has never navigated the Participant Portal
- Former BPCI Advanced Participant that is reapplying to BPCI Advanced in Model Year 7
- Current Participant who is interested in knowing more about the Participant Portal

Helpful Tips Before You Begin

- Users with an Identity Management (IDM) account for the Application Portal and/or Data Portal should use the same IDM account in the Participant Portal.
- For security reasons, users are automatically logged out of the portal if there is no activity for more than 30 minutes.
- Please ensure that your web browser is up to date and is one of the following browsers:
 - Microsoft Edge
 - Google Chrome
 - Mozilla Firefox
 - Apple Safari
- CMS updated their IDM password policy on April 25, 2023, to increase the minimum length from eight characters to 15 characters. Also, special characters are now optional instead of required.
- Passwords can only be changed **once every 24 hours**.
- The full process of creating a CMS IDM account, creating a CMS Participant Portal account and navigating the Participant Portal is estimated to take approximately 30 minutes. Please note, each section includes a time estimate for completion.

Section 1 – Registering for CMS IDM



Step 1: CMS IDM Account Confirmation – Includes a flowchart for determining if you have a CMS IDM account



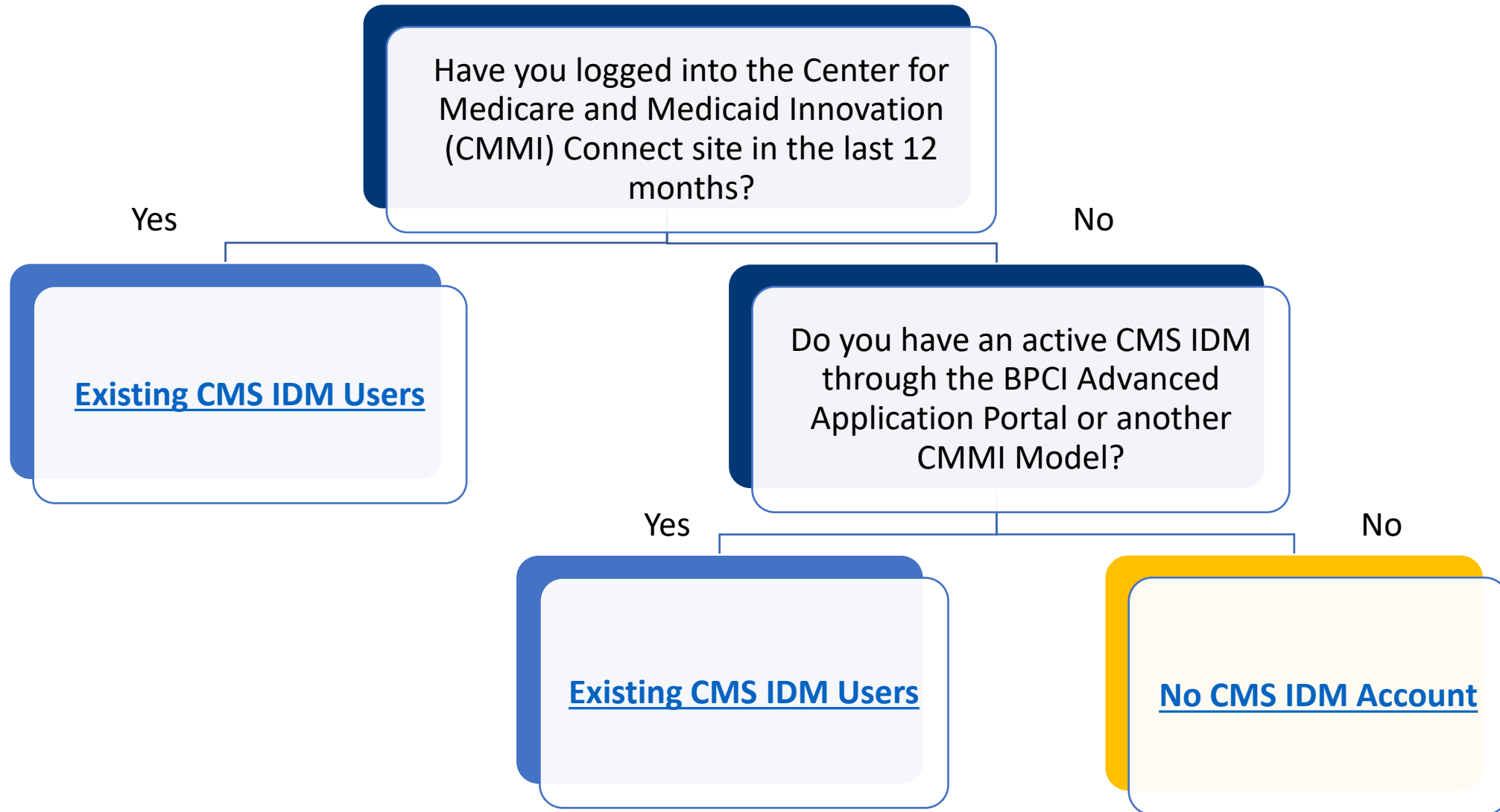
Step 2: Create a CMS IDM Account – Includes instructions for creating a CMS IDM account



Time estimate: 4 minutes (7 slides)

CMS IDM Account Verification

Use the flowchart to determine if you have a CMS IDM account and click on the hyperlink to navigate to the specific instructions.



Create a CMS IDM Account

The image shows a browser window displaying the CMS.gov BPCI Advanced Portal Login page. The browser's address bar contains the URL <https://app.innovation.cms.gov/bpciadv/IDMLogin>. The page features the CMS.gov logo and the text "Centers for Medicare & Medicaid Services". The main content area is titled "BPCI Advanced Portal Login" and includes a "CMS IDM Username" field, a "CMS IDM Password" field, a "Remember me" checkbox, a blue "Log In" button, a green "New User Registration" button, and a blue "Existing User Verification" button. A link for "Need help signing in?" is also present. At the bottom, there is a "HELP DESK" section with contact information for technical issues.

1 Enter this URL into your browser to access the portal login page :
<https://app.innovation.cms.gov/bpciadv>
Be sure to enter this **exact link**. Other CMS portals' login pages look similar but, will not grant you access to the Participant Portal.

2 ALL USERS must register by clicking the "New User Registration" button in green.

If technical problems arise at any point while using the Participant Portal, email CMMIForceSupport@cms.hhs.gov or call 1-888-734-6433, option 5.

HELP DESK
Technical Issues
Please contact CMMIForceSupport@cms.hhs.gov or call 1-888-734-6433, option 5.

Create a CMS IDM Account (cont. 1)



Please DO NOT refresh the browser/tab during the registration process.

3 As a new user attempting to access the BPCI Advanced Participant Portal, select "No."

4 Click "Next."

BPCI Advanced

CMS.gov

Existing CMS Identity Management (IDM) Account Verification

* Do you have an existing CMS Identity Management (IDM) account? [Not sure? Click to verify](#)

Yes

No

I don't know

Help Links

If you already have access to: <https://portal.cms.gov/> (ex. OCM data registry) or <https://harp.qualitynet.org/login/login> (ex. QPP), please use these credentials to access your account.

Please DO NOT refresh the browser / tab during registration process.

If you already have a CMS IDM account, [click here](#) to navigate to Section 2 – Registering for the Participant Portal.

5

Complete all required fields.

BPCI Advanced

CMS.gov

IDM Registration

* Create New Username for CMS-IDM ⓘ

Create New Username for CMS-IDM

* Legal First Name

Legal First Name

* Legal Last Name

Legal Last Name

* Email Address

Email Address

I'm not a robot



reCAPTCHA
Privacy • Terms

<< Back

Return to Login

Next >>

Username Requirements

- Username must be between 6 and 70 characters
- Username must start and end with an alphanumeric character (e.g. 0-9, A-Z, a-z)
- Username must contain at least one letter (e.g. A-Z, a-z)
- Username must not contain 9 consecutive numbers (e.g. "Password123456789" is NOT allowed)
- Username must not contain consecutive special characters (e.g. "P@--word" is NOT allowed)
- Username only supports the following special characters: @,.,-,_
- Username must be in email format if special character @ is used

6

Click the check box next to "I'm not a robot."

7

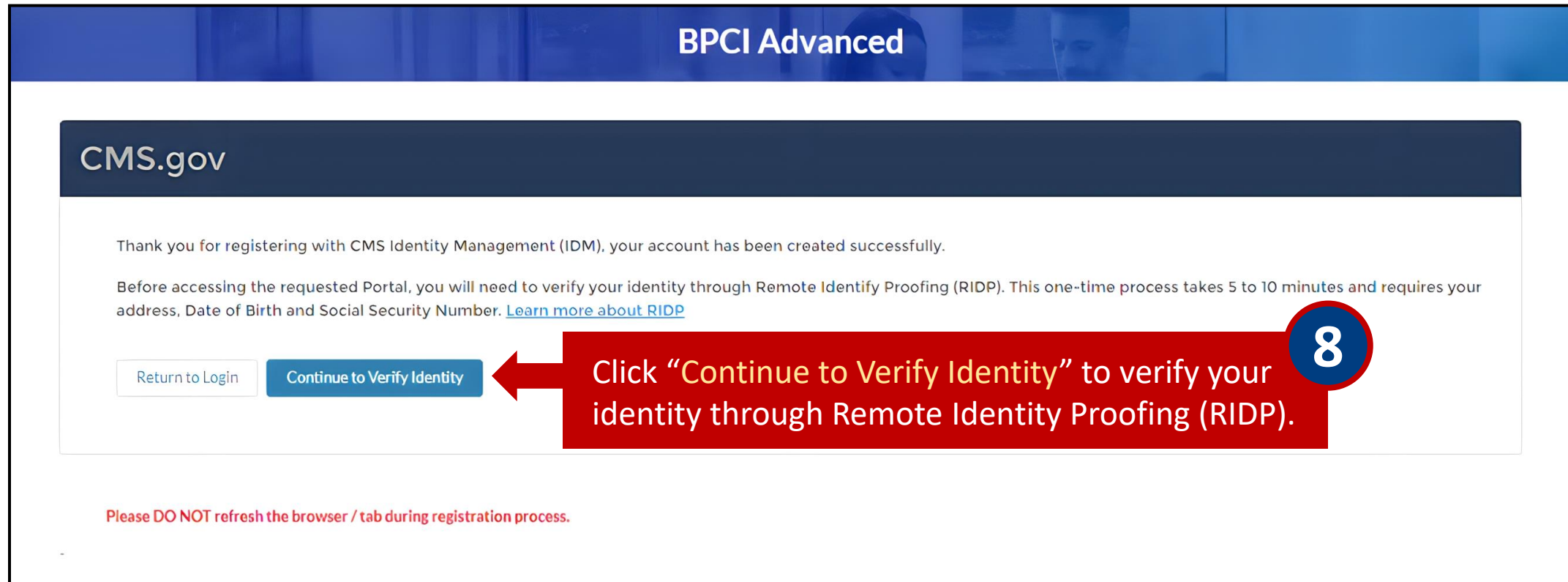
Click "Next."

Please DO NOT refresh the browser / tab during registration process.



CMS restricts the use of YOPmail and personal email addresses (AOL, Yahoo, Gmail, etc.). We require the use of professional or organizational email addresses. The username does NOT have to be your email address.

The system will display a message that indicates the account was successfully created.



The screenshot shows the CMS.gov registration success page. At the top, there is a blue header with the text "BPCI Advanced". Below this is a dark blue bar with the "CMS.gov" logo. The main content area has a white background and contains the following text:

Thank you for registering with CMS Identity Management (IDM), your account has been created successfully.

Before accessing the requested Portal, you will need to verify your identity through Remote Identity Proofing (RIDP). This one-time process takes 5 to 10 minutes and requires your address, Date of Birth and Social Security Number. [Learn more about RIDP](#)

At the bottom of the main content area, there are two buttons: "Return to Login" (light blue) and "Continue to Verify Identity" (dark blue). A red callout box with a white arrow points to the "Continue to Verify Identity" button. The callout box contains the text: "Click 'Continue to Verify Identity' to verify your identity through Remote Identity Proofing (RIDP)." A blue circle with a white number "8" is positioned to the right of the callout box.

Please **DO NOT** refresh the browser / tab during registration process.

Create a CMS IDM Account - RIDP

CMS uses the Experian RIDP service to confirm your identity. Please note, the identity verification questions will be specific to you. Sample questions are displayed below.

The screenshot shows the 'Remote Identify Proofing (RIDP) Step 1 out of 2' form on the CMS.gov website. The form includes several input fields: 'Legal First Name', 'Middle Name', 'Legal Last Name', 'Email', 'Date of Birth', 'Street Address Line 1', 'Street Address Line 2', 'City', 'State' (a dropdown menu), 'Zip Code', 'Zip Code Extn', 'Phone (XXXXXXXXXX)', and 'Social Security Number (XXXXXXXXXX)'. At the bottom of the form, there are three buttons: '<< Back', 'Return to Login', and 'Next >>'. A red arrow points to the 'Next >>' button, which is highlighted by a red banner at the bottom of the slide.

9

Enter all required information and select "Next."

The screenshot shows the 'Remote Identify Proofing (RIDP) Step 2 out of 2' form on the CMS.gov website. A green timer at the top right indicates '00:05:31'. The form contains several multiple-choice questions with radio button options. The questions are: 1) 'You may have opened a mortgage loan in or around February 2016. Please select the lender to whom you currently make your mortgage payments. ABOVE/DOES NOT APPLY.' with options: LOAN AMERICA, CBC/FIRST COMMONWEALTH, CROSSLAND MORTGAGE, ROCK FINANCIAL CORP, NONE OF THE ABOVE/DOES NOT APPLY. 2) 'You may have opened an auto loan in or around September 2017. Please select the lender for this account. If you do not have such an auto loan, select 'NONE OF THE ABOVE/DOES NOT APPLY'.' with options: WESTAR FINANCIAL, SEAFIRST BANK, FIRST COMMONWEALTH BAN, US BANK, NONE OF THE ABOVE/DOES NOT APPLY. 3) 'Please select the term of your auto loan (in months) from the following choices. If your auto loan or auto lease term is not one of the choices please select 'NONE OF THE ABOVE/DOES NOT APPLY'.' with options: 24, 36, 48, 60, NONE OF THE ABOVE/DOES NOT APPLY. 4) 'You may have opened a (BANK OF AMERICA) credit card. Please select the year in which your account was opened.' with options: 2011, 2013, 2015, 2017, NONE OF THE ABOVE/DOES NOT APPLY. 5) 'Which of the following institutions do you have a bank account with? If there is not a matched bank name, please select 'NONE OF THE ABOVE/DOES NOT APPLY'.' with options: FIRST NATIONAL TRUST SAVINGS, CHARTER OAKS FCU, NEWPORT FCU, TEXAS BANK, NONE OF THE ABOVE/DOES NOT APPLY. At the bottom, there are two buttons: '<< Back to Step 1' and 'Submit Answers'. A red arrow points to the 'Submit Answers' button, which is highlighted by a red banner at the bottom of the slide.



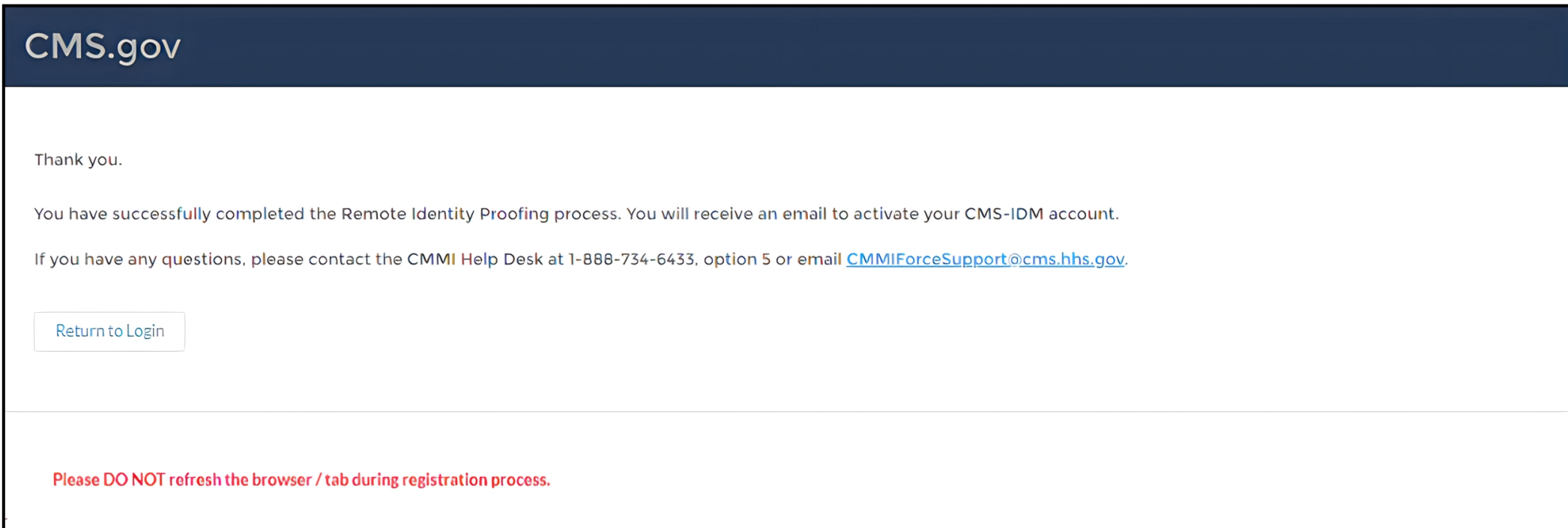
The page will time out after 10 minutes. A timer will show how much time remains to complete the questions.

10

Enter all required information and select "Submit Answers."

Create a CMS IDM Account - RIDP (cont.)

If you have answered the identity verification questions correctly, a notification will display that you have successfully completed the verification process. You will receive an email to activate your CMS IDM account and be redirected to the portal login page. **Should the RIDP verification process fail**, you will be prompted to contact Experian (1-866-578-5409) for identity proofing via phone.



The screenshot shows the CMS.gov registration confirmation page. At the top left, the CMS.gov logo is displayed in white on a dark blue background. Below the logo, the text reads: "Thank you." followed by "You have successfully completed the Remote Identity Proofing process. You will receive an email to activate your CMS-IDM account." and "If you have any questions, please contact the CMMI Help Desk at 1-888-734-6433, option 5 or email CMMIForceSupport@cms.hhs.gov." A button labeled "Return to Login" is positioned below the text. At the bottom of the page, a red warning message states: "Please DO NOT refresh the browser / tab during registration process."

Once you receive the email, click [here](#) to navigate to Section 3 – Logging into the Participant Portal.

Section 2 – Registering for the Participant Portal



Time estimate: 5 minutes (6 slides)

Registering for the Participant Portal

1

Enter this URL into your browser to access the **portal login page**:

<https://app.innovation.cms.gov/bpciadv>

Be sure to enter this **exact link**. Other CMS portals' login pages look similar but will not grant you access to the Participant Portal.

2

ALL USERS must register by clicking the "New User Registration" button in green.

CMS.gov
Centers for Medicare & Medicaid Services

BPCI Advanced Portal Login

CMS IDM Username

CMS IDM Password

Remember me

Log In

OR

New User Registration

Existing User Verification

[Need help signing in?](#)

If **technical problems** arise at any point while using the Participant Portal, click "Need help signing in?," email

CMMIForceSupport@cms.hhs.gov or call

1-888-734-6433, option 5

HELP DESK

Technical Issues

Please contact CMMIForceSupport@cms.hhs.gov or call 1-888-734-6433, option 5.



Please DO NOT refresh the browser / tab during registration process.

If you do not have CMS IDM access, select “No” and click [here](#) to navigate to Section 1 – Registering for CMS IDM.

CMS.gov

Existing CMS IDM Account Verification

The one-time verification code will be sent to your email address linked to CMS-IDM account to verify identity.

*Enter your CMS IDM Username ⓘ

testBPCIAdv

5

Enter your CMS
IDM username.

<< Back

Return to Login

Next >>

6

Click "Next."

Please DO NOT refresh the browser page during this process.

CMS.gov

There is an existing user associated with this email with an active CMS IDM account. Please login with CMS IDM credentials.

Existing CMS IDM Account Verification

One-time verification code has been sent to CMS IDM email address. It is valid for current session.

* Enter your CMS IDM Username ⓘ

dgros1270



If this error appears, [click here](#) to proceed to Section 3 of this user guide – Logging into the Participant Portal.



If this error appears, you have not been added as a POC for the BPCI Advanced Model you must reach out to your organization's primary POC to be added. If you are a new Applicant your organization's Primary POC is the individual listed on the application as the Application Contact. If you do not know who your organization's primary POC is, email BPCIAdvanced@cms.hhs.gov.

CMS.gov

There is no contact associated with the email address entered, testBPCIAdvanced0321@mailinator.com. Please email the BPCI Advanced program team at BPCIAdvanced@cms.hhs.gov to set up your account.

Existing CMS IDM Account Verification

One-time verification code has been sent to CMS IDM email address. It is valid for current session.

* Enter your CMS IDM Username ⓘ

testBPCIAdvanced0321

* Do you have prior access to any Model / Connect Community?

- Yes
 No

<< Back

Return to Login

Next >>

Please see [slide 27](#) for more information on how Primary POCs can add additional POCs in the Participant Portal.

CMS.gov

Existing CMS IDM Account Verification

One-time verification code has been sent to CMS IDM email address. It is valid for current session.

*Enter your CMS IDM Username ⓘ

*Enter Verification Code ⓘ
 00:09:50

<< Back Return to Login **Validate OTP & Proceed**

7

Enter the verification code sent to the email address associated with your CMS IDM account. The code is valid for 10 minutes.

8

Click "Validate OTP & Proceed."

If you have completed registration, you will see this page and can log into the BPCI Advanced Participant Portal.

CMS.gov

Based on information provided, we have found an existing active user account. Please login with IDM credentials.

If you have questions, please contact the CMMI Salesforce Help Desk at 1-888-734-6433, option 5 or email CMMIForceSupport@cms.hhs.gov.

Thank you !

[Return to Login](#)

9

Click "Return to Login" and log in with your existing CMS IDM credentials.

ing registration process.

Section 3 – Logging into the Participant Portal



Time estimate: 2 minutes (3 slides)

Logging into the Participant Portal

1

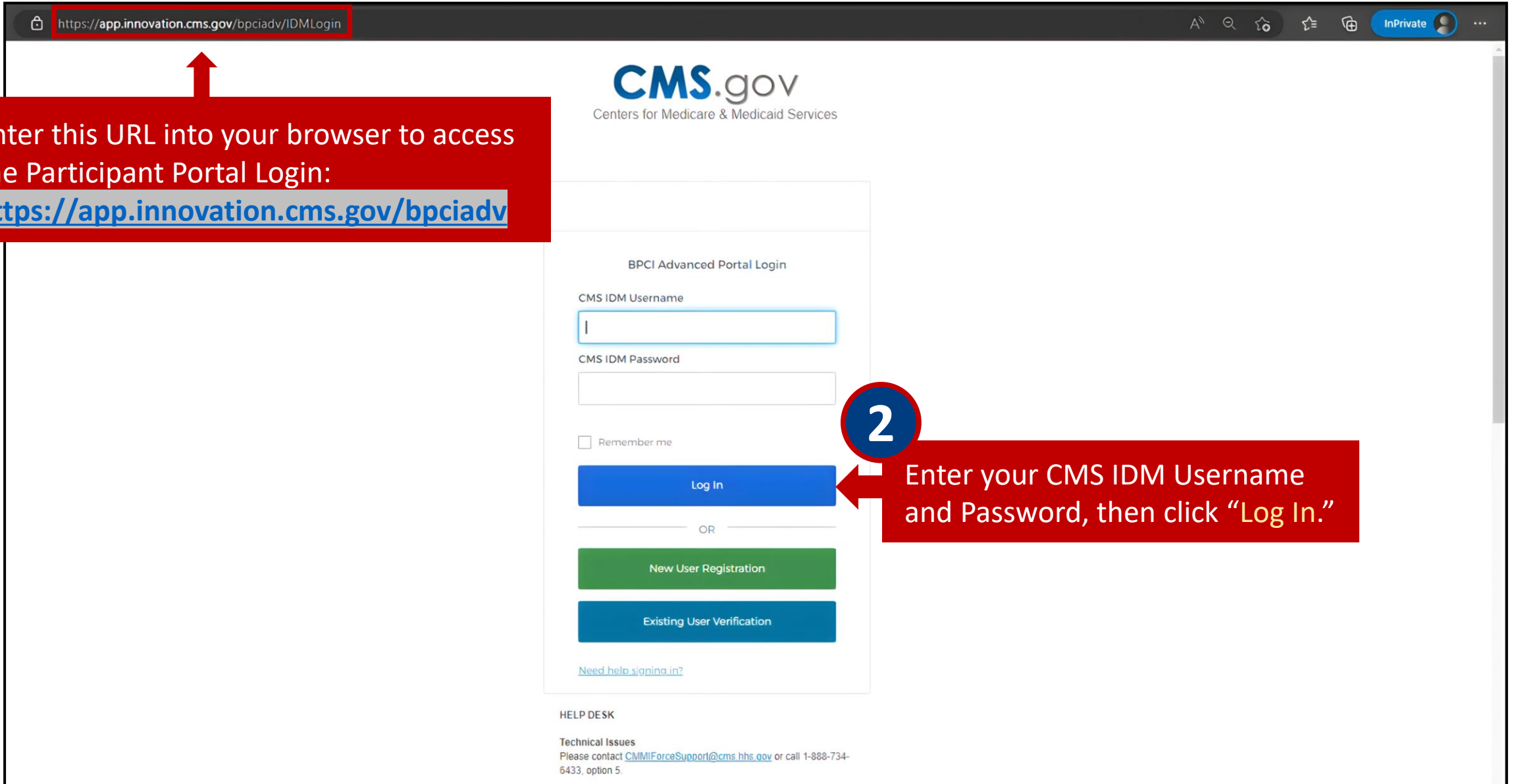
Enter this URL into your browser to access the Participant Portal Login:

<https://app.innovation.cms.gov/bpciadv>



2

Enter your CMS IDM Username and Password, then click "Log In."



Logging into the Participant Portal (cont. 1)

The screenshot shows the CMS.gov login interface. At the top, the CMS.gov logo and "Centers for Medicare & Medicaid Services" are displayed. Below this is a large white box containing the authentication form. The form has a header with an envelope icon and a drop-down arrow, labeled "Email Authentication". Below the header is an "Enter Code" input field with a "Send email" button to its right. A checkbox labeled "Do not challenge me on this device for the next 30 minutes" is positioned below the input field. At the bottom of the form is a large blue "Verify" button and a "Sign Out" link. Three red callout boxes with white numbers and arrows point to specific elements: callout 3 points to the drop-down arrow, callout 4 points to the "Send email" button, and callout 5 points to the "Verify" button.

3 Click the drop-down arrow to select your authentication method (text message, phone call, email, etc.).

4 Click "Send" and check your authentication method to see your security code.

5 Enter the security code and click "Verify."

HELP DESK
Technical Issues
Please contact CMMIForceSupport@cms.hhs.gov or call 1-888-734-6433, option 5.

Logging into the Participant Portal (cont. 2)

After logging in, you will be directed to the BPCI Advanced Participant Portal.

The screenshot shows the BPCI Advanced Participant Portal interface. At the top left is the CMS.gov logo with the text "Centers for Medicare & Medicaid Services". At the top right are links for "CHANGE PASSWORD" and "LOGOUT". A blue header bar contains the text "Bundled Payments for Care Improvement Advanced" on the left and "BPID: 0000-0001" on the right. A left-hand navigation menu includes links for Home, Profile, Deliverables, Announcements, Legal Documents, Monitoring & Compliance, and Document Library. The main content area features a "Welcome, Shakeer!" message, the BPCI Advanced logo, and a paragraph explaining the BPCI Advanced model. Below this is a section titled "BPCI Advanced has the following objectives:" with a list of five objectives. To the right of the main content is a box titled "Upcoming Deadlines" with a table of deadlines. Below that is a "Helpful Links" section with several hyperlinks. At the bottom, there is "Help Desk Information" with contact details for technical assistance and questions about the BPCI Advanced model.

CMS.gov
Centers for Medicare & Medicaid Services

Bundled Payments for Care Improvement Advanced **BPID: 0000-0001**

Home
Profile
Deliverables
Announcements
Legal Documents
Monitoring & Compliance
Document Library

Welcome, Shakeer!

Bundled Payments for Care Improvement Advanced | BPCI Advanced

BPCI Advanced is a voluntary episode payment model that will test retrospective bundled payments for clinical episodes and align incentives for reducing costs with those for improving coordination and quality of care under a single payment and risk track. The period of performance for this model will begin on October 1, 2018 and end on December 31, 2023.

BPCI Advanced has the following objectives:

- Care Redesign:** Support and encourage Participants, Participating Practitioners, and Episode Initiators who are interested in continuously re-engineering care.
- Data Analysis and Feedback:** Decreasing the cost of a Clinical Episode by eliminating unnecessary or low-value care, increasing care coordination, and fostering quality improvement.
- Financial Accountability:** Testing a payment model that creates extended financial accountability for the outcomes of improved quality and reduced spending, in the context of acute and chronic Clinical Episodes.
- Health Care Provider Engagement:** Creating environments that stimulate rapid development of new evidence-based knowledge, i.e. the Learning System.
- Patient Engagement:** Increase the likelihood of better health at lower costs through patient education and ongoing communication throughout the Clinical Episode.

Upcoming Deadlines

Please complete the following document submissions by the deadline provided:

Q1 2023 FAiL Report
4/3/2023
Manage FAL

Helpful Links

- <https://innovation.cms.gov/initiatives/bpci-advanced>
- <https://www.medicare.gov/>
- <https://www.cms.gov/Outreach-and-Education/Medicare-Learning-Network-MLN/MLNGenInfo/index.html>
- [BPCI Advanced Participant Portal User Manual](#)

Help Desk Information

If you need technical assistance with the Participant Portal please contact CMMIForceSupport@cms.hhs.gov or call or call 1-888-734-6433, option 5.

If you have questions about the BPCI Advanced model, please contact the BPCI Advanced Team at BPCIAdvanced@cms.hhs.gov

Section 4 – Navigating the Participant Portal



This section will support you in uploading and downloading documents on the following sections of the BPCI Advanced Participant Portal:

- *Homepage*
- *Profile*
- *Deliverables*
- *Announcements*
- *Legal Documents*
- *Document Library*



Time estimate: 10 minutes (17 slides)

Navigate to other BPIDs by clicking on "Switch BPID."

[SWITCH BPID](#)

[CHANGE PASSWORD](#)

[LOGOUT](#)

Bundled Payments for Care Improvement Advanced

BPID: 0000-0001

Home

Profile

Deliverables

Announcements

Legal Documents

Monitoring & Compliance

Document Library

Welcome



BPCI Advanced is a voluntary episode payment model that will test retrospective bundled payments for clinical episodes and align incentives for reducing costs with those for improving coordination and quality of care under a single payment and risk track. The period of performance for this model will begin on October 1, 2018 and end on December 31, 2023.

BPCI Advanced has the following objectives:

1. *Care Redesign*: Support and encourage Participants, Participating Practitioners, and Episode Initiators who are interested in continuously re-engineering care.
2. *Data Analysis and Feedback*: Decreasing the cost of a Clinical Episode by eliminating unnecessary or low-value care, increasing care coordination, and fostering quality improvement.
3. *Financial Accountability*: Testing a payment model that creates extended financial accountability for the outcomes of improved quality and reduced spending, in the context of acute and chronic Clinical Episodes.
4. *Health Care Provider Engagement*: Creating environments that stimulate rapid development of new evidence-based knowledge, i.e. the Learning System.
5. *Patient Engagement*: Increase the likelihood of better health at lower costs through patient education and ongoing communication throughout the Clinical Episode.

Upcoming Deadlines

Please complete the following document submissions by the deadline provided:

Q1 2023 FAiL Report
4/3/2023
[Manage FAL](#)

Helpful Links

- <https://innovation.cms.gov/initiatives/bpci-advanced>
- <https://www.medicare.gov/>
- <https://www.cms.gov/Outreach-and-Education/Medicare-Learning-Network-MLN/MLNGenInfo/index.html>
- [BPCI Advanced Participant Portal User Manual](#)

Help Desk Information

If you need technical assistance with the Participant Portal please contact CMMIForceSupport@cms.hhs.gov or call or call 1-888-734-6433, option 5.

If you have questions about the BPCI Advanced model, please contact the BPCI Advanced Team at BPCIAdvanced@cms.hhs.gov

Navigate between portal pages by selecting the navigation tabs.



"Switch BPID" is visible only for POCs associated with multiple BPIDs.

Profile

The Profile section displays organization information, addresses and Participant information. This information is automatically populated from your organization's BPCI Advanced application.

CMS.gov
Centers for Medicare & Medicaid Services

Bundled Payments for Care Improvement Advanced BPID: 0000-0001

Profile (highlighted in navigation menu)

Organization Information

Participant Name:

Legal Name:

Participant Type:

Entity Type:

Academic Medical Center: Facility Bed Size:

Primary Participant Contact:

1

Navigate to "Profile" by clicking on the left navigation tab.



Profile Details fields are not editable. To request changes, please email the [BPCI Advanced Help Desk](#).

Profile – Update POCs

The Contacts section displays individuals designated as POCs in the Participant Portal which are currently active. An organization may only have two “Primary POCs” and up to five “Secondary POCs” but may have unlimited “Other POCs”.

The screenshot shows the CMS.gov interface. The top navigation bar includes the CMS.gov logo, the text "Centers for Medicare & Medicaid Services", and a "LOGOUT" link. Below this is a blue banner for "Bundled Payments for Care Improvement Advanced". A left sidebar contains navigation links: Home, Profile (highlighted), Deliverables, Announcements, Legal Documents, Monitoring & Compliance, and Document Library. The main content area has two tabs: "Profile Details" and "Contacts" (highlighted with a red box and labeled with a "2" in a blue circle). Below the "Contacts" tab is a table with the following data:

First Name	Last Name	Type		Action
Tom	Ensor	Secondary	thomas.ensor@cms.hhs.gov	View Details
Shakeer	Mokerrom	Secondary	smokerrom@econometricainc.com	Edit Details View Details
Anais	Sattler	Primary	asattler@deloitte.com	View Details
Sacha	Wolf	Primary	sacha.wolf@cms.hhs.gov	View Details

A red callout box labeled "3" points to the "Edit Details" link in the second row of the table, with the text: "Click 'Edit Details' or 'View Details' to manage or view contact information."



Primary POCs can create new contacts, remove listed contacts and edit any listed contact’s “Phone,” “Phone Ext.” and “Type.” Secondary POCs can update their own “Phone,” “Phone Ext.” and “Type” fields only. **“Other POCs” will receive BPCI Advanced emails but will not have access to the Participant Portal.**



Your organization's Primary POCs are responsible for keeping contact information up to date. CMS strongly suggests always having 2 active Primary POCs.

Edit Contact Information

* Required

*Email

*First Name

*Last Name

Title

*Type
--None--

Data Requestor Data POC

*Phone Phone Ext

[Save Contact](#) [Close](#)

4

Fill in required information to add/edit a POC.

Deliverables

From the Deliverables section, you may download templates, upload deliverables and upload supporting documentation.

CMS.gov
Centers for Medicare & Medicaid Services

Bundled Payments for Care Improvement Advanced

Deliverables

- Home
- Profile
- Deliverables**
- Announcements
- Legal Documents
- Monitoring & Compliance
- Document Library

Care Redesign Plan (CRP)

Manage CRP

Financial Arrangement List (FAL)

TFAL Due 4/24/2023

PFAL 2021 Q1 - Submitted

Manage FAL

Participant Profile (PP)

2020 Q1 - Submitted

Manage PP

Quality Payment Program List (QPP)

2023 Q2 - Submitted

Manage QPP

5

Navigate to “Deliverables” by clicking on the left navigation tab.

This example demonstrates the process for submitting the **Quality Payment Program (QPP) List**. The tiles may include due dates. If no due date is displayed, then you are not be able to upload the deliverable. The submission process is the same for the **Financial Arrangement List (FAL)** and the **Participant Profile (PP)**. The **Care Redesign Plan (CRP)** uses a different upload method, which will be demonstrated later.

CMS.gov
Centers for Medicare & Medicaid Services

Bundled Payments for Care Improvement Advanced

Deliverables

- Home
- Profile
- Deliverables**
- Announcements
- Legal Documents
- Monitoring & Compliance
- Document Library

Care Redesign Plan (CRP)
Manage CRP

Financial Arrangement List (FAL)
PFAL Due 6/1/2023
UFAL 2023 Q1 - Submitted
Manage FAL

Participant Profile (PP)
2023 Q1 - Submitted
Manage PP

Quality Payment Program List (QPP)
Due 6/1/2023
2023 Q2 - Submitted
Manage QPP

Click "Manage QPP."

6

This example demonstrates the process for downloading the current QPP List template.

Quality Payment Program List (QPP)

Perform

Template Name	Due Date	Action
QPP_List_Template_MY6	6/1/2023	Download

[Upload Document](#)

– 2023 Q2 Status: Submitted

Deliverable

Version	File Name	Uploaded On	Uploaded By	Action
1	1234-0001_QPP_2023_Q2	02/22/2023 03:19 PM ET		Download

Supporting Documents

File Name	Uploaded On	Uploaded By	Action
1234-0001_QPP_Supp_1234.pdf	02/22/2023 03:19 PM ET		Download



Before downloading items from the Portal, an anti-virus scan will occur. Once the scan is complete, you may download the document.

The screenshot displays the CMS.gov portal interface. At the top left, the CMS.gov logo and "Centers for Medicare & Medicaid Services" are visible. The main heading is "Anti-Virus File Scan Results". Below this, a blue banner contains the text: "Please refer to the [Anti-Virus and Malware Policy](#) section for more information on Scan Statuses." Below the banner, there is a "Show 10 entries" dropdown and a search box. A table with three columns: "File Name", "Scan Status", and "Action" is shown. The first row contains the file "QPP_List_Template_MY6.xlsx" with a "Clean" scan status and a "Download" button. A red box highlights the "Download" button, with a red circle containing the number "8" and an arrow pointing to it. Below the table, there is a section titled "Anti-virus and Malware Policy" with sub-sections: "Files that you share within the Model/Connect platforms are verified for acceptable file types and scanned for viruses", "What happens when viruses are suspected or found", and "Suspected Virus in a File you've uploaded". Below this, there is a list of instructions: "If the file you are attempting to upload contains a virus (or is an 'Unsupported/Password Protected' file type):" followed by two bullet points: "You will receive an email notifying you that the file is Infected/Unsupported/Password Protected." and "Subsequently, the file will be deleted from the system." In the top right corner, a "Downloads" window is open, showing a file named "QPP_List_Templat...". The "Save as" button is highlighted with a red box, and a red circle containing the number "9" with an arrow points to it. A red callout box with white text says "Select 'Save as.'".

File Name	Scan Status	Action
QPP_List_Template_MY6.xlsx	Clean	Download

8 To download deliverables, click "Download" after the anti-virus scan is complete.

9 Select "Save as."

This example demonstrates the process of uploading a QPP List. The “Upload Document” button will only display during open submission periods. An upload button for supporting documentation only becomes available after a Participant uploads a deliverable.

Template Name	Due Date	Action
QPP_List_Template_MY6	6/1/2023	Download

Performance Period Available: 2023 - Q3

2023 Q2 Status: Submitted

11 Once the window pops up, select “Choose File.”

12 Click “Upload File” to complete the upload process.

Select a File

Choose File No file chosen

Note: There is 25 MB limit on your file upload.
Error: Select a file under 25 MB.

Upload File Close

! An upload error may occur if a file is too large, or the file name exceeds 50 characters.

This example demonstrates the process of uploading supporting documentation for the QPP. An upload button for supporting documentation only becomes available after a Participant uploads a deliverable.

1 | 0000-0001_QPP_2023_Q2 | 01/31/2023 01:09 PM ET | [Download](#)

Supporting Documents **Upload Deliverable**

File Name	Uploaded On	Uploaded By	Action
No documents to display.			

13 Select "Upload Supporting Document." **Upload Supporting Document**

Comments

14 Once the window pops up, select "Choose File."

15 Click "Upload File" to complete the upload process.

Upload Document

Select a File

Choose File No file chosen

Note: There is 25 MB limit on your file upload.
Error: Select a file under 25 MB.

Upload File Close

! An upload error may occur if a file is too large, or the file name exceeds 50 characters.

The Care Redesign Plan (CRP) is an electronic form that is only available during the open submission period prior to the start of the Model Year. Begin by clicking “Manage CRP,” then follow the instructions for working on your CRP.

The screenshot shows the 'Bundled Payments for Care Improvement Advanced' portal. On the left is a navigation menu with 'Deliverables' selected. The main content area is titled 'Deliverables' and contains four cards: 'Care Redesign Plan (CRP)' (due 12/18/2023), 'Financial Arrangement List (FAL)' (due 6/1/2023), 'Participant Profile (PP)' (2024 Q1 - Submitted), and 'Quality Payment Program List (QPP)' (2023 Q2 - Submitted). A red box highlights the 'Manage CRP' button on the CRP card, with a red arrow pointing to it from a red callout box that says 'Click “Manage CRP.”' and a blue circle with the number '16'.

The Care Redesign Plan (CRP) consists of four sections:

- I. **General Information** – Requests basic information about the Participant.
- II. **Attestation Requirements for Participation** – Enables the Participant to attest to meeting the various requirements for participation in the Model, as defined in the Participation Agreement.
- III. **Model Plan** - Identifies the basic organizational infrastructure and processes needed to operationalize BPCI Advanced within the Participant's organization and among its Episode Initiators and Participating Practitioners.
- IV. **Care Redesign Interventions: Primary Drivers for Success** – Identifies the planned interventions and changes to the Participant's current healthcare delivery system, the intervention's priority and corresponding timeframe for implementation.

INSTRUCTIONS

1. Please complete all four sections of the CRP template. Mandatory fields within each section will be indicated with an asterisk (*).
2. Convener Participants must complete sections III and IV taking into consideration their overall Model implementation plan and drivers of success across all of their Episode Initiators (EIs) and Participating Practitioners.
3. The CRP will be due once a year before the start of the next Model Year. Please refer to recent model communications for specific deliverable due dates.
4. Questions about this document or the process for completion should be directed to the BPCI Advanced Team at BPCIAdvanced@cms.hhs.gov.

Create CRP

17

Click “Create CRP.”

You will then be able to populate the sections of the CRP. Be sure to click “Save” following edits to ensure changes are captured in the Portal. Also, you will need to click “Submit” to finalize your responses and share the CRP with CMS.

A screenshot of the CRP portal interface. At the top, there are five buttons: "Save", "Submit", "Cancel", "Back to CRP Home", and "View Comments". Below this is a list of five sections, each with a blue header bar containing a white plus sign (+) on the left and the section name on the right. The sections are: "General Information", "Attestation Requirement for Participation", "Model Plan", "Care Redesign Interventions: Primary Drivers For Success", and "Certification". A red box highlights the plus signs on the left side of the list. At the bottom of the list, there are five buttons: "Save", "Submit", "Cancel", "Back to CRP Home", and "View Comments".

18 Expand a section for viewing and editing by clicking on the “+” symbol.

! Fields that are grayed-out are read-only and not editable.

A screenshot of the expanded "General Information" section. At the top, there are five buttons: "Save", "Submit", "Cancel", "Back to CRP Home", and "View Comments". The "Save" button is highlighted with a red box. Below this is a blue header bar with a minus sign (-) and the text "General Information". Underneath is a section titled "I. General Information" with a note: "Please note that below fields are read-only and the values are pre-populated from the Participant Record. You will need to fill-in values for Location and Affiliation fields." There are four input fields, all of which are grayed-out: "Submission Date of Care Redesign Plan:", "BPCI Advanced BPID:" (with value "0000-0001"), "Organization Name:" (with value "TEST Convener Legal Name"), and "Organization 'Doing Business As' name (if different from Organization Legal Name):" (with value "TEST Convener Participant Name"). A red circle with the number "19" and a red arrow points to the "Save" button, with a red box containing the text "Click 'Save' or 'Submit.'".

Announcements

The Announcements section displays emails sent by the Model Team. They are sorted in chronological order with the most recent date first.

20 Navigate to “Announcements” by clicking on the left navigation tab.

21 Expand each section by clicking the “+” symbol.

Announcements

- 2023

- January

Title	Uploaded On	Action
Message 1.31.23 - BPCI Advanced-MY4&5 December Monthly Claims Data	01/31/2023	Download
Message 1.30.23 - BPCI Advanced – Q2 2023 QPP List Submission	01/30/2023	Download
Message 1.27.23 - BPCI Advanced - MY6 Participant List, CESLG Selections, and updated SNF Waiver List	01/27/2023	Download
Message 1.27.23 - BPCI Advanced - 4i Access and Beneficiary Lookup Resources	01/27/2023	Download
Message 1.26.23 - BPCI Advanced— [REMINDER] January 2023 Non-Convener Participant Data Feedback Report	01/26/2023	Download
Message 1.19.23 - BPCI Advanced—January 2023 Non-Convener Participant Data Feedback Report	01/19/2023	Download
Message 1.06.2023- BPCI Advanced- Q3 2022 PGT Factor Adjustment Calculation Report Available	01/06/2023	Download

+ February

+ March

+ 2022

Legal Documents

The Legal Documents section allows Participants to view and manage the submission of required legal documents, such as: Application, Participation Agreements, Amendments (when needed), and the Data Request & Attestation (DRA) form. **This example demonstrates how to upload and download a DRA form.** The upload and download process for Participation Agreements and Amendments follows the same steps.

The screenshot displays the 'Legal Documents' section of a web application. On the left is a dark blue navigation sidebar with the following menu items: Home, Profile, Deliverables, Announcements, Legal Documents (highlighted with a red box and a red arrow), Monitoring & Compliance, and Document Library. The main content area is titled 'Legal Documents' and contains four panels: 'Application' (with a 'View Application' button), 'Amendments' (with a 'Manage Amendments' button), 'Agreement' (with a 'Manage Agreement' button), and 'Data Request & Attestation (DRA)' (with a 'Manage DRA' button highlighted by a red box and a red arrow).

22

Navigate to "Legal Documents" by clicking on the left navigation tab.

23

Click "Manage DRA."

This example demonstrates how to download the current DRA template.

Home
Profile
Deliverables
Announcements
Legal Documents
Monitoring & Compliance
Document Library

Data Request & Attestation (DRA)

Template Name	Action
BPCI_Advanced_Participant_DRA	Download

BPCI_Advanced_Participant_DRA

Version	File Name	Uploaded On	Uploaded By
No documents to display.			

Downloads

What do you want to do with BPCI_Advanced_P...

Open **Save as**

See more

! An anti-virus scan will be completed prior to downloading documents from the portal.

! All Applicants submitted an "Applicant DRA" as part of their application. All NEW Participants in MY7 will have to submit a "Participant DRA" in the fall.

This example demonstrates how to upload the DRA. Users can also upload supporting documentation to legal documents, if applicable.

Template Name	Action
BPCI_Advanced_Participant_DRA	Download

- BPCI_Advanced_Participant_DRA				
Version	File Name	Uploaded On	Uploaded By	Action
No documents to display.				

[Upload DRA](#)

26 Click "Upload DRA."

27 Once the window pops up, click "Choose File."

28 Then, click "Upload File" to complete the upload process.

Select a File

[Choose File](#) No file chosen

Note: There is 25 MB limit on your file upload.
Error: Select a file under 25 MB.

[Upload File](#) [Close](#)

! An upload error may occur if a file is too large, or the file name exceeds 50 characters.

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.

29

Click the drop-down arrow to select between different document types and subtypes.

30

Navigate to "Document Library" by clicking the left navigation tab.

The screenshot shows the Document Library interface. On the left is a navigation menu with tabs: Home, Profile, Deliverables, Announcements, Legal Documents, Monitoring & Compliance, and Document Library (highlighted with a red box and arrow). The main content area is titled "Document Library" and features two drop-down menus: "Document Type" (set to "Archived Documents") and "Document Subtype" (set to "--Please Select--"). Below these is a table of documents with columns for Document Subtype, Uploaded Date, and Action (Download). The table lists various documents, including "BPCI_Advanced_2019_Beneficiary_Notification_Letter_Jan152019" and "BPCI_Advanced_Beneficiary_Notification_Letter_Template". At the bottom, it says "Showing 1 to 10 of 45 entries" and includes pagination controls (Previous, 1, 2, 3, 4, 5, Next).

Document Subtype	Uploaded Date	Action
Archived Documents	05/16/2019	Download
Archived Documents	01/16/2019	Download
Archived Documents	10/25/2018	Download
Archived Documents	02/01/2019	Download
Archived Documents	07/31/2018	Download
Archived Documents	07/31/2018	Download
Archived Documents	07/31/2018	Download
Archived Documents	02/01/2019	Download
Archived Documents	08/26/2019	Download
Archived Documents	02/08/2019	Download



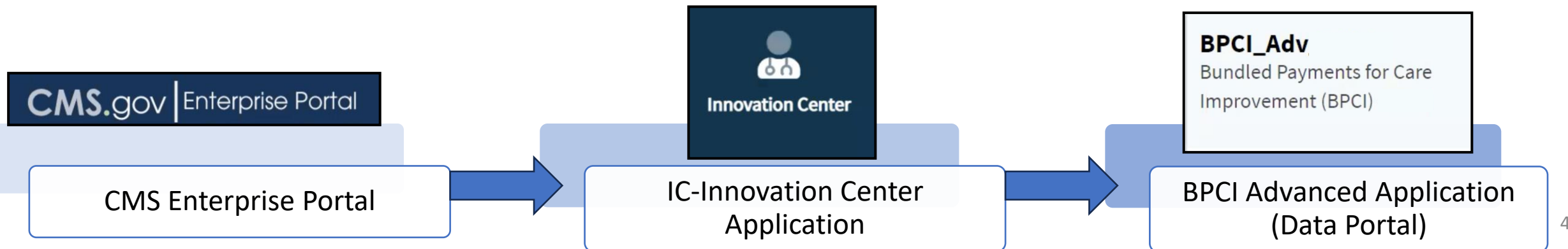
- If you have trouble with the Registration process, contact the Salesforce Help Desk at: CMMIForceSupport@cms.hhs.gov or call 1-888-734-6433, option 5.
- If the IDM Identification process fails, contact **Experian** (1-866-578-5409).
- If you have questions about the Participant Portal or BPCI Advanced, contact the Model Help Desk at BPCIAdvanced@cms.hhs.gov.
- For information about the Model, Clinical Episodes, Pricing Methodology, Quality Measures and Evaluation Reports, visit the **BPCI Advanced Model General webpage**: <https://innovation.cms.gov/innovation-models/bpci-advanced>.

Appendix

- [Overview of BPCI Advanced Portals](#)
- [Unlocking Your Account](#)
- [Resetting Your Account](#)

Overview of Portals that BPCI Advanced Participants Must Navigate

Portals	Portal Use
BPCI Advanced Participant Portal	<ul style="list-style-type: none"> • Online platform used by BPCI Advanced Participants to: <ul style="list-style-type: none"> ○ Access organizational data ○ Add/Delete Participant POCs ○ Download templates and submission of deliverables ○ Access Participation Agreement, Amendments and DRA ○ Verify Clinical Episode selection ○ Document Library: Model communications and reference materials
CMS Enterprise/Data Portal	<ul style="list-style-type: none"> • Online platform used by CMS to deliver: <ul style="list-style-type: none"> ○ Preliminary and updated Target Prices ○ Baseline claims data ○ Monthly claims data ○ Reconciliation Reports ○ Quality Measure data • Please note, the Data Portal is hosted within the CMS Enterprise Portal and IC-Innovation Center Application (see graphic below)



Unlocking Your Account



If you enter the wrong password three times, your account will be locked.

You will receive confirmation that your account has been successfully unlocked.

4

Answer the security question with the answer you provided during registration.

The screenshot shows the 'Answer Unlock Account Challenge' screen. At the top, it says 'CMS.gov | IDM IMPL'. Below that is the title 'Answer Unlock Account Challenge'. The main question is 'What is the food you least liked as a child?'. There is a text input field with a white background and a black border, containing several dots and a cursor. Below the input field is a 'Show' checkbox with the label 'Show'. At the bottom of the form is a large green button labeled 'Unlock Account'. In the bottom right corner, there is a link that says 'Back to Sign In'.

5

Click "Unlock Account."

The screenshot shows the 'Account successfully unlocked!' confirmation screen. At the top, it says 'CMS.gov | IDM IMPL'. Below that is the title 'Account successfully unlocked!'. The main text says 'You can log in using your existing username and password.' At the bottom of the screen is a large green button labeled 'Back to Sign In'.

6

Click "Back to Sign In."

Resetting Your Password

Sign In

Username

Password

Agree to our [Terms & Conditions](#)

Sign In

OR

[CMS PIV Card Only](#)

Attention CMS PIV card users: The CMS PIV Card button will be active after initial login using your 4 character CMS EUA ID.

Forgot your [Password](#) or [Unlock](#) your account?

1

Click "Password" to reset your password.

2

Enter your email or username.

3

Click one of the reset options.

CMS.gov | IDM
IMPL

Reset Password

Email or Username

SMS or Voice Call can only be used if a mobile phone number has been configured.

Reset via SMS

Reset via Voice Call

Reset via Email

Back to Sign In

Resetting Your Password (cont. 1)

Forgot Password

CMS.gov

Centers for Medicare & Medicaid Services

CMS Identity Management System (IDM)

Dear test BPCIAdv,

A password reset request was made for your CMS IDM account. If you did not make this request, please contact your CMS application help desk immediately.

Click the link below to reset the password for your username, testBPCIAdv:

[Reset Password](#)

This link expires in 4 hours.

4

You will receive an email titled "Forgot Password." Click "Reset Password" in the email.



The reset password link expires four hours after it is sent. If the link expires, you will have to repeat this process to get a new link.

5

Answer the security question with the answer you provided during registration.

6

Click "Reset Password."

CMS.gov | IDM

Answer Forgotten Password Challenge

Where did you go for your favorite vacation?

Show

[Reset Password](#)

[Back to sign in](#)



Enter the code promptly. **The IDM session will time out after five minutes of inactivity.**

CMS.gov | IDM Self Service

Reset Password

New Password

.....

Your password must be at least 15 characters long; contain at least 1 uppercase, 1 lowercase, and 1 number. Special characters are optional. Passwords cannot contain parts of the User ID, first name and last name. Password can only be changed once every 24 hours. Password must be different from last 6 passwords used.

Confirm Password

The Confirm Password field is required.

Reset Password

[Back to Sign In](#)

7 Enter and confirm a new password.

8 Click "Reset Password."

CMS.gov | IDM

SMS Authentication

(+1 XXX-XXX-)

Request Code

Do not challenge me on this device for the next 30 minutes

Verify

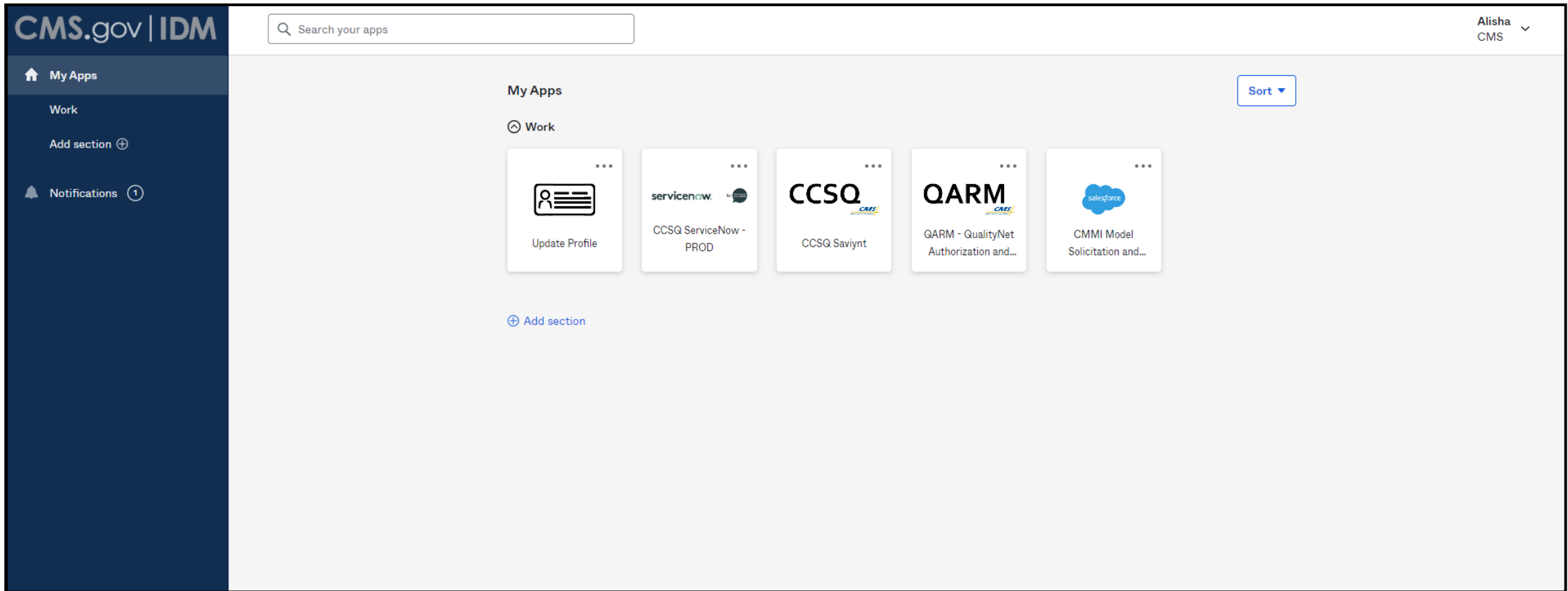
[Back to sign in](#)

9 Click "Request Code."

10 Enter the code you received.

11 Click "Verify."

You will then be directed to the CMS IDM homepage.



For instructions on how to navigate the Participant Portal, [click here](#) to navigate to Section 4 – Navigating the Participant Portal.