

Using the Online Application Portal in the Bundled Payments for Care Improvement Initiative

*Presented by the Program Team
Bundled Payment for Care Improvement
Patient Care Models Group
Innovation Center
Centers for Medicare & Medicaid Services*

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Today's Purpose

- **Provide a live demonstration of the license request process**
- **Provide a live demonstration of the BPCI online application portal**
- **Answer questions from applicants to ensure a friendly user experience.**

Email with Temporary Username & Password

License for Bundled Payments Online Application Portal

Inbox x



bpapplications@hcmsllc.com

to me

5:27 PM (12 minutes ago) ☆



Thank you for your interest in the Bundled Payments for Care Improvement Initiative (BPCI). Below please find a username and temporary password to access the BPCI online application portal.

To log in to the portal, please click on the link below. It would be helpful to bookmark this link as this is the only way to access the BPCI online application portal.

<https://cmsgov.secure.force.com/bp>

Once you have clicked on the link to access the BPCI online application portal you will be asked to create a new password. If you forget this password at anytime, you may click on the "forgot your password" link and a new temporary password will be emailed to you.

Please be aware that this license is specific to the applicant role that you selected. Facilitator conveners require a different license than awardees and awardee conveners. Therefore, if you selected awardee or awardee convenue as your applicant role but would instead or additionally like to apply as a facilitator convenue, you must re-submit your information here <https://cmsgov.secure.force.com/bp/application> and designate your applicant role as facilitator convenue. A new license will be sent to you following CMS validation.

Instructions on how to fill out the application are provided in the BPCI online application portal.

As always, if you have any additional questions about this process, please email BPapplications@hcmsllc.com or call the BPCI Applications Help Desk at 1-888-340-1356.

Username: melissa.cohen@gmail.com Password: Tf7Yrk

TOP 10 LIST – Things to Remember

1. Check your spam folder for emails from bpapplications@hcmsllc.com.
2. If you forget your password, you can reset it yourself on the login page.
3. Before you navigate away from a page, remember to click save.
4. For facilitator conveners, use question A4 to list your designated awardees.
5. Wait for a page to finish loading before you navigate away from it.
6. You must select your episodes in section B before you fill out the financial tables in section C.
7. In section C, the financial tables must be filled out for each episode that you created in section B and for awardee conveners, each EIBPPO.
8. For all questions that require attachments, you may only attach one document. If you attach a second document, it will overwrite the first document.
9. All questions must be answered even if N/A before you can submit.
10. Applications are due on June 28, 2012 at 5:00 pm EST.

Questions?

If your question is not addressed during this session, please contact the BPCI Applications Help Desk at bpapplications@hcmsllc.com or 1-888-340-1356 M-F 8:00AM – 5:00PM EDT.

Thank you.