

KY REC Tip for the Kentucky Medicaid EHR Incentive Program (Promoting Interoperability)

CMS Registration Checklist

Have you checked the CMS Registration site for any providers new to your practice?

Make sure the EP has an active and approved enrollment record in the Provider Enrollment, Chain and Ownership System (PECOS). If they do not have a record in PECOS, their registration status will remain in an “issue pending” status until they have an active enrollment record in PECOS.

Visit the Registration Tab on the [Registration and Attestation Website](#) to ensure your EP information is accurate (such as the Payee selection and email address). CMS will communicate with EP about the Incentive Programs using the email address on file on the Personal Information page of the Registration and Attestation website.

Anyone submitting attestations on behalf of the provider should have an Identity and Access account. The provider would need to give you permission through this site for the EHR Incentive Program. The website for the Identity and Access Management System is <https://nppes.cms.hhs.gov/IAWeb/warning.do?fwdurl=/login.do>. If there is a new provider added or if it is a new person submitting attestations, this would need to be completed prior to attestation. The password is the same as the CMS EHR ID and password, as well as PECOS and NPPES.



Update:

Multi-Factor Authentication (MFA) in the CMS Promoting Interoperability Programs Registration System after March 28, 2020 - CMS is implementing Multi-Factor Authentication (MFA) in the Identity & Access Management System (I&A) to better protect your information. MFA is a security system that requires more than one method of authentication from independent categories of credentials to verify the user's identity for a login or other transaction.

As part of this implementation for the CMS Promoting Interoperability Programs Registration System, users will have to set up MFA in the I&A System. When a user has not set up MFA in I&A prior to logging into the Registration System after March 28, 2020, they will be presented with two options. The first option will be for the user to set up MFA in I&A and then proceed to login to the Registration System using MFA. The second option will be a grace period of up to a maximum of 365 days for the user to set up their MFA in I&A at a later date but presently continue to the Welcome page of the Registration System. Users logging into the Registration System after September 30, 2021, will not be offered any grace period and will be required to set up their MFA in I&A before they can login to the Registration System

Common Errors:

- Not updating EP [business address and company information](#) on CMS Registration site. (See Step 8)
- Failing to check details listed on attestation screen about EP when completing the attestation.
- Not updating EP information 24-72 hours before attestation.
- Failing to keep a copy of Submission Receipt.
- Failing to keep a copy of registration confirmation email from CMS.

Best Practices:

- Each time a provider joins your practice, check CMS registration site to update business address, employer information, and payee information.
- Check details closely on Verify Registration page before submitting registration.
- Print copy of your registration verification and confirmation email from CMS.
- If provider is reassigning payment to group, make sure group NPI is listed on the personal information screen under Group Reassignment Payee NPI Selection.
- Resolve any errors listed immediately. If you do not understand the error message, contact the help desk.
- Check status of your registration within 72 hours of completing/updating the registration.
- If you receive this error message when signing on "the account's password has expired. Please go to I&A to change the password now." Clicking the link <https://nppes.cms.hhs.gov/IAWeb/warning.do> (alternatively, entering the following URL in your browser - <https://nppes.cms.hhs.gov/IAWeb/warning.do>) will open up the Identity & Access Management System.

- For more information about MFA implementation, check the presentation at <https://www.cms.gov/Outreach-and-Education/Outreach/NPC/Downloads/2019-07-30-MFA-Presentation.pdf>

CMS Help Desks:

CMS has several help desks available to provide you with assistance on the EHR Incentive Programs:

EHR Information Center

(888) 734-6433 / TTY (888) 734-6563

NPPES

<https://nppes.cms.hhs.gov/#/>

(800) 465-3203 / TTY (800) 692-2326

PECOS

<https://pecos.cms.hhs.gov/pecos/login.do#headingLv1>

(866) 484-8049 / TTY (866) 523-4759

Identification & Access Management System (I&A)

PECOS External User Services (EUS) Help Desk: (866) 484-8049

EUSupport@cgi.com