Centers for Medicare & Medicaid Services
Center for Clinical Standards and Quality

Measure Collaboration (MC) Workspace User Guide

Version 2.1

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Contents

Introduction

In 2019, CMS engaged with stakeholders to get an understanding of electronic clinical quality measure (eCQM) implementation and reporting burden and asked for recommendations for improvement in the use of eCQMs in CMS quality reporting programs. One thing CMS heard was that eCQM development was insufficiently transparent. Stakeholders did not have the opportunity to comment on eCQMs early in development or to even suggest concepts for measurement. To answer that call, CMS began developing the Measure Collaboration (MC) Workspace.

The MC Workspace, found on the Electronic Clinical Quality Improvement (eCQI) Resource Center, has three modules designed to engage stakeholders in the different stages of the Measure Lifecycle. It is a place for different stakeholders to come together to suggest eCQM concepts for further development (eCQM Concepts) and for measure developers to share opportunities to test an eCQM while it is in development (eCQM Testing Opportunities). The measure developer may ask stakeholders to test different aspects of the eCQM such as the feasibility of the eCQM. The eCQM Data Element Repository (DERep) provides detailed information about data elements used in eCQMs in CMS programs.

CMS encourages a variety of stakeholders to participate in the Measure Lifecycle, to include persons, families, and measured entities. There are several different ways stakeholders can participate in the Measure Lifecycle. For example, the MC Workspace is an informal way to get involved, whereas participating in a Technical Expert Panel is a more formal way of involvement. CMS is very interested in persons' and families' thoughts on what issues measured entities should measure and how. CMS also wants to decrease the implementation and reporting burden of quality measures on measured entities.

This User Guide explains how to obtain the different roles and the allowed activities of each role.

MC Workspace Terminology

- Suggested eCQM Concept – an idea for quality measurement
- eCQM Testing Opportunity – measure developers looking for volunteers to test eCQMs

MC Workspace Roles

There are two roles available for MC Workspace users.

- Anonymous User
- Authenticated User

Behind the scenes are the Site Moderators and the Site Administrators. The Site Moderators review all submissions to the eCQM Concepts and eCQM Testing Opportunities modules.

Anonymous User

An Anonymous User is any visitor to the MC Workspace without login credentials. The Anonymous User can view and search public content, download public documents, but cannot comment. The Anonymous User does not need to perform any action to view the eCQI Resource Center and MC Workspace.

Authenticated User

An Authenticated User is someone who registered for and received a username and password for the eCQI Resource Center. Among other things, an Authenticated User may suggest eCQM concepts and

comment on other's suggested eCQM concepts. The Site Moderator reviews all submissions and may request additional information or approve as is for public viewing.

Activities an Authenticated User May Perform

An Authenticated User can do everything (view, search, and download public content) an Anonymous User can. An Authenticated User also has the ability to sign up to receive topic updates by selecting "Receive updates on this topic" at the top of most eCQI Resource Center pages. If not already logged in, the Log in page will appear. If you do not have an eCQI Resource Center username and password, please request an account.

An Authenticated User has the ability to enter comments in the MC Workspace in the eCQM Concepts module and enter a suggested eCQM concept on the eCQM Concepts page. You can request an eCQI Resource Center account from any eCQI Resource Center page.

Requesting an eCQI Resource Center Account

An Anonymous User must request an eCQI Resource Center account and receive a password to be an Authenticated User.

1. From any page on the eCQI Resource Center, select "Manage Your Account" in the upper banner, then select "Create new account." See Figure 1. Alternatively, if you are on the eCQM Concepts page, select "Create a new account." See Figure 2.

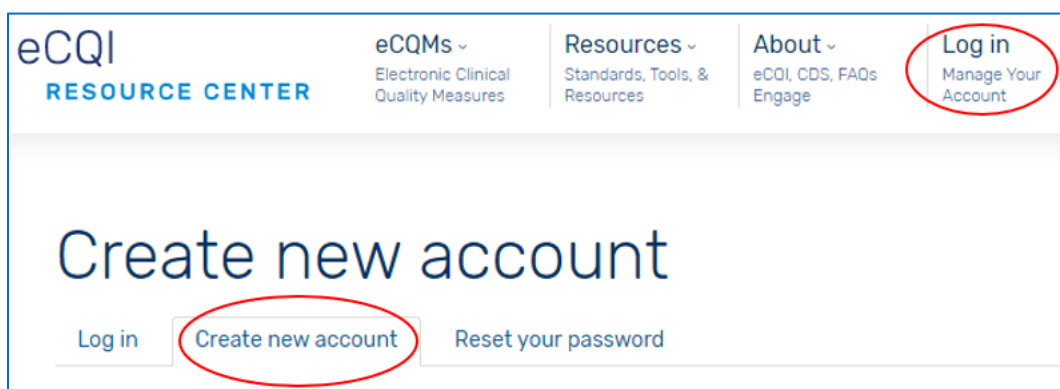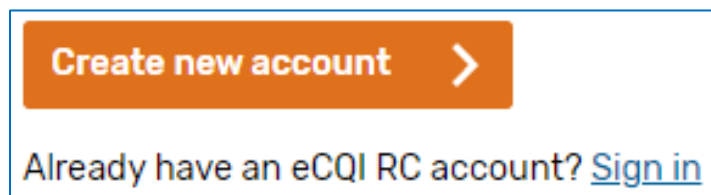**Figure 1 Request an eCQI Resource Center Account**

Figure 2 Create New Account From eCQM Concepts Page

2. Scroll down and fill in the fields. The required fields are those marked with a red asterisk *. See Figure 3.

Figure 3 Creating an eCQI Resource Center Account

NAME

First and Last name

EMAIL ADDRESS *

A valid email address. All emails from the system will be sent to this address. The email address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by email.

USERNAME *

Several special characters are allowed, including space, period (.), hyphen (-), apostrophe ('), underscore (_), and the @ sign.

USER TYPE *

- Select a value -

Please select the user type from this list that best matches what you do or your affiliation. Please only select 'Other' if your role is outside quality improvement or health IT, and make sure to complete the Role(s) field below.

3. Check or uncheck the boxes under email preferences based on your preferences and select "Create new account." See Figure 4.

Figure 4 Email Preferences

EMAIL PREFERENCES

☐ Opt-out of all emails

You may still receive emails based on subcriptions.

☑ Email subscriptions

User will receive emails when updates are made to any content on the webpages they are subscribed to.

Create new account

4. A green confirmation banner appears just under the upper banner. See Figure 5.

Figure 5 Confirmation Banner

eCQI
RESOURCE CENTER

eCQMs ˅
Electronic Clinical Quality Measures

Resources ˅
Standards, Tools, & Resources

About ˅
eCQI, CDS, FAQs Engage

✓ A welcome message with further instructions has been sent to your email address.

5. You will receive a "Welcome" email with one-time login link directing you to set your password.

   a. Follow the instructions in the email.

   b. If you do not get an email, please check your spam folder. If not in your spam folder, please contact the eCQI Resource Center at ecqi-resource-center@hhs.gov.

   c. While the process of setting up a new account is automated, eCQI Resource Center personnel monitor all new account requests and review for suspicious emails. You may get an email from eCQI Resource Center personnel requesting additional information.

Suggesting an eCQM Concept

An Authenticated User may suggest an idea for a new eCQM. We encourage ideas from all stakeholders including, but not limited to persons and families, patient advocates, and point of care clinicians. Prior to suggesting an eCQM concept, we recommend you check the CMS Measures Inventory Tool (CMIT) and the National Quality Forum Quality Positioning System (QPS) to see if a measure developer is already addressing your idea, and any suggested eCQM concepts listed under Suggested eCQM Concepts on the eCQM Concepts page to see if someone else has suggested the same idea. See Figure 6.

Figure 6 Suggested eCQM Concepts

There is a note if there currently are no suggested concepts. See Figure 7.

Figure 7 No Suggested eCQM Concepts

1. After logging in, your screen changes and you get instructions and a button to suggest an eCQM Concept. See Figure 8.

Figure 8 Suggest an eCQM Concept

How to Comment on or Suggest an eCQM Concept

If you have an eCQM concept in mind or want to comment on an eCQM concept someone else has suggested, follow these simple steps to propose your idea:

1. Search the CMS Measures Inventory Tool ⬀ to see if your suggested eCQM concept is in progress or already exists.
2. Search the NQF QPS ⬀ to see if your suggested eCQM concept already exists and has been submitted for endorsement.
3. Review the list of suggested eCQMs, click the name of the concept of interest to see if the details of the suggested concept are similar to your idea for an eCQM. If yes, it is similar, offer comments to the submitter in the Add new comment box.
4. If no, suggest your eCQM concept by clicking Suggest an eCQM Concept and fill out the form.

See the MC Workspace User Guide (PDF) to learn more about how to use the MC Workspace eCQM Concepts ⓘ Module.

Suggest an eCQM Concept ➤

2. Select "Suggest an eCQM Concept." The Create eCQM Concept page opens. See Figure 9. There are four required fields each marked with a red asterisk– Title, Description, Place of Care, and Rationale. Provide a descriptive title, then provide a description of the concept.

Figure 9 Suggest an eCQM Concept Title and Description

3. In the Place of Care section, there is an alphabetized dropdown with several options, including other. See Figure 10. Select the best option for your eCQM concept.

Figure 10 Place of Care Dropdown

4. In the Rationale section, provide a description as to why you think it is important to measure this concept. See Figure 11. Concept population is optional. Files provides the opportunity to attach any additional documentation to explain or justify your suggested eCQM concept.

Figure 11 Suggested eCQM Concept Rationale

5. After entering content in the four required fields, you may start the submission and save to continue working on the suggested eCQM concept later by selecting "Continue Later" at the bottom of the page or, if satisfied with your suggested eCQM Concept, select "Request Public Viewing." See Figure 12.

Figure 12 Initiate Submission of Suggested eCQM Concept

6. Regardless of whether you selected "Continue Later" or "Request Public Viewing," a new page with a green banner appears at the top of the page confirming creation of your concept. See Figure 13.

Figure 13 Confirmation of Creation of eCQM Concept

7. If you selected "Continue Later," you can continue to edit your suggested concept by selecting the "Edit" tab. If you selected "Request Public Viewing," you cannot edit the concept until the Site Moderator acts on your suggested eCQM concept.

8. To complete submission of your suggested eCQM concept, log in and your dashboard appears. Select "My eCQM Concepts." Select the "Edit" operation on the row of the suggested eCQM concept you want to complete. See Figure 14.

Figure 14 Edit Your Suggested eCQM Concept

9. The edit screen is essentially the same as the initial create screen. When you are ready to submit your suggested eCQM concept, select "Request Public Viewing." See Figure 13.

10. As noted earlier, once the suggested eCQM concept is In Review status, you cannot edit the content. You can, however, delete the suggested eCQM. When you select "Request Public Viewing" on a suggested eCQM concept after previously selecting "Continue Later," you will see a green banner noting updates to the concept. See Figure 15.

Figure 15 Green Banner Noting Update to Suggested eCQM Concept

If you are unsure of the status of your suggested eCQM concept, go to "My Account" in the upper right of your screen, and the "View" tab. Look for the suggested eCQM concept. Under the title are two lines. The item at the end of the second line indicates the status of your suggested eCQM concept. There are three possible statuses – "Draft," "Needs Review," and "Published." See Figure 16.

- "Draft" means you have not yet submitted the suggested eCQM concept for public viewing or the Site Moderator sent the suggested eCQM concept back for edits.

- "Needs Review" means you have submitted the suggested eCQM concept for public viewing.

- "Published" means you have submitted the suggested eCQM concept for public viewing and the Site Moderator approved the suggested eCQM concept for public viewing.

Figure 16 Checking the Status of Your Suggested eCQM Concept

View   Activity   Edit   Registrations   My eCQM Concepts

Created on MC Workspace

Testing again
Not in a Group · rninfo55 · Last Updated: 1/26/2022
8 Views | **0** Comments | 🔊 **0** Subscribers | Needs Review

Checking latest workflow
Not in a Group · KathyLeshGmail · Last Updated: 1/24/2022
3 Views | **0** Comments | 🔊 **0** Subscribers | Published

Testing another workflow
Not in a Group · rninfo55 · Last Updated: 1/19/2022
13 Views | **0** Comments | 🔊 **0** Subscribers | Draft

Email Notifications When Creating a Suggested eCQM Concept

Both you and the Site Moderator receive an email notification when you select "Continue Later" (See Figure 17) and "Request Public Viewing" (see Figure 18).

Figure 17 Example Email When Select "Continue Later"

> **Subject: New draft content created**
>
> Dear *<Authenticated User>*,
>
> Thank you for submitting new draft content on the eCQI Resource Center [ecqi.healthit.gov]. You can view the content at:
>
> https://.....
>
> Thanks,
>
> The eCQI Team
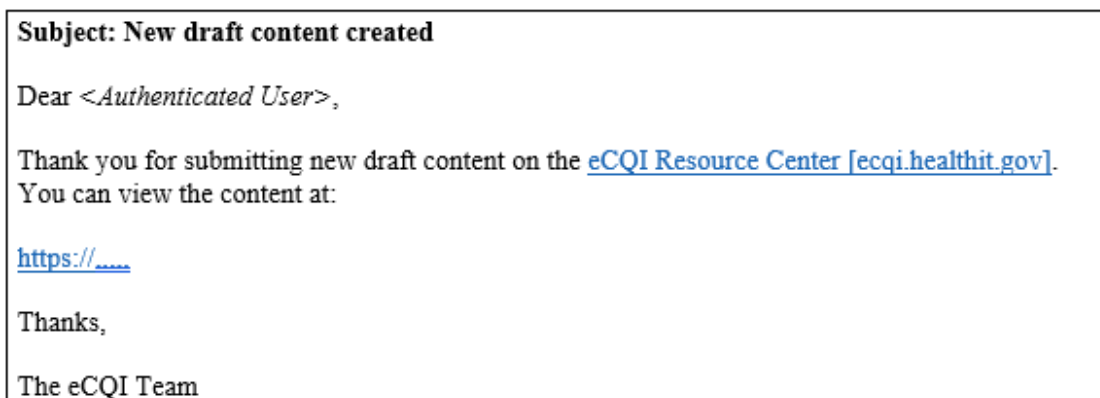
Figure 18 Example Email When Select "Request Public Viewing"

> **Subject: Content is submitted for public review**
>
> Dear *<Authenticated User>*,
>
> Thank you for submitting your content for review. The eCQI Resource Center [ecqi.healthit.gov] team will review your submission and get back to you with any feedback.
>
> You can still view the content at:
>
> https://
>
> Thanks,
>
> The eCQI Team
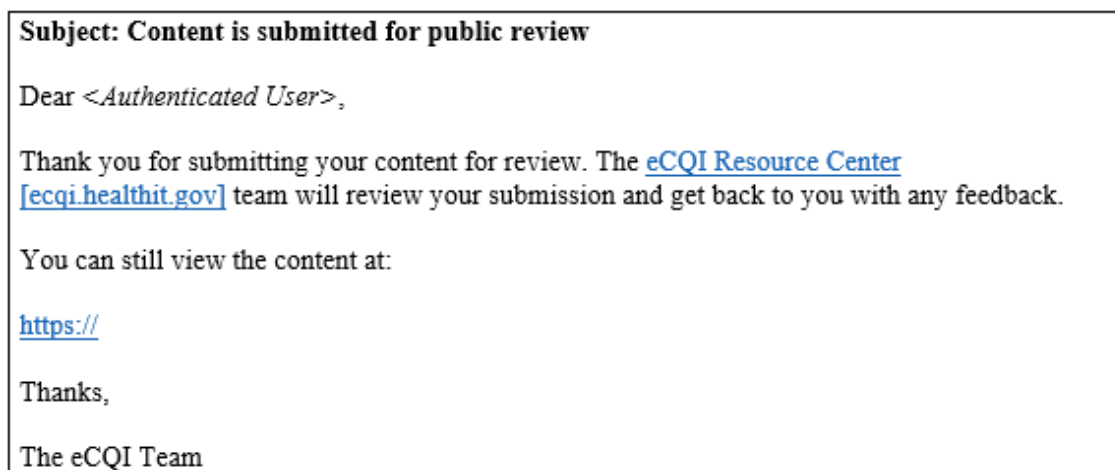
The Site Moderator reviews all submissions. When you select "Continue Later," the Site Moderator reviews the suggested eCQM concept for things such as appropriateness, vulgarity, spam and may either delete the suggested eCQM concept or add comments to the Description and/or Rationale. You will **not** receive an email notification if the Site Moderator deletes or adds comments. You will see any comments when you return to the suggested eCQM concept to continue editing. Only the suggested eCQM concept author and Site Moderator can edit the suggested eCQM concept.

When you select "Request Public Viewing," the Site Moderator reviews and either approves for public viewing or returns the suggested eCQM concept back to draft with comments. Both you and the Site Moderator receive an email notification of the change to draft status. See Figure 19.

Figure 19 Example Email When Site Moderator Returns the Suggested eCQM Concept to Draft

> **Subject: Content changed to draft status**
>
> Dear *<Authenticated User>*,
>
> Content you submitted has been moved back to a draft status on the eCQI Resource Center [ecqi.healthit.gov]. Please review the content and address any feedback at:
>
> https://...
>
> Thanks,
>
> The eCQI Team
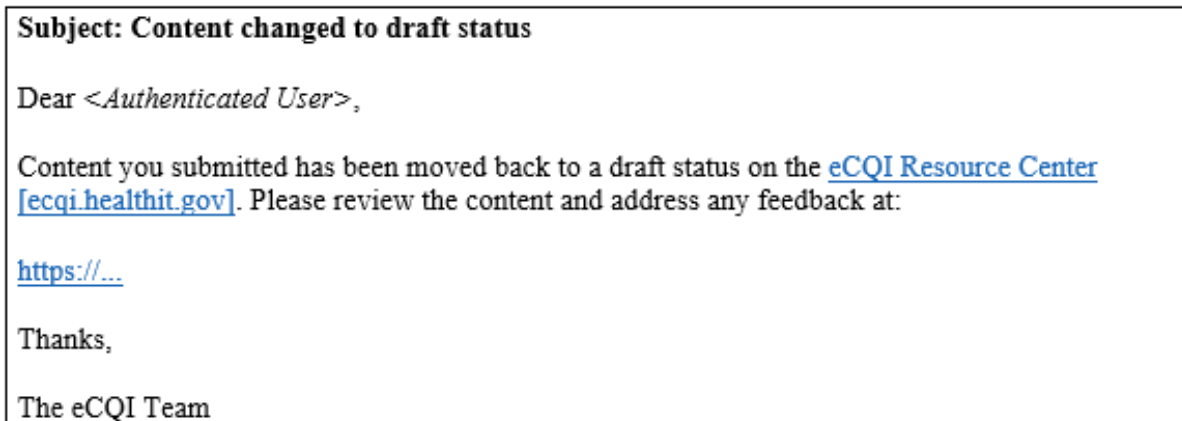
The Site Moderator may correct grammar and spelling prior to approval without asking you to edit, but will not change the intent of the suggested eCQM concept.

After the Site Moderator approves your suggested eCQM concept, you can create a new draft by returning to the "Edit" tab and selecting "Create New Draft." Your original suggested eCQM concept remains in "Published" status. A green banner notes you updated the concept and you are now in the "Latest Version" tab. See Figure 20.

Figure 20 Editing a Published Suggested eCQM Concept
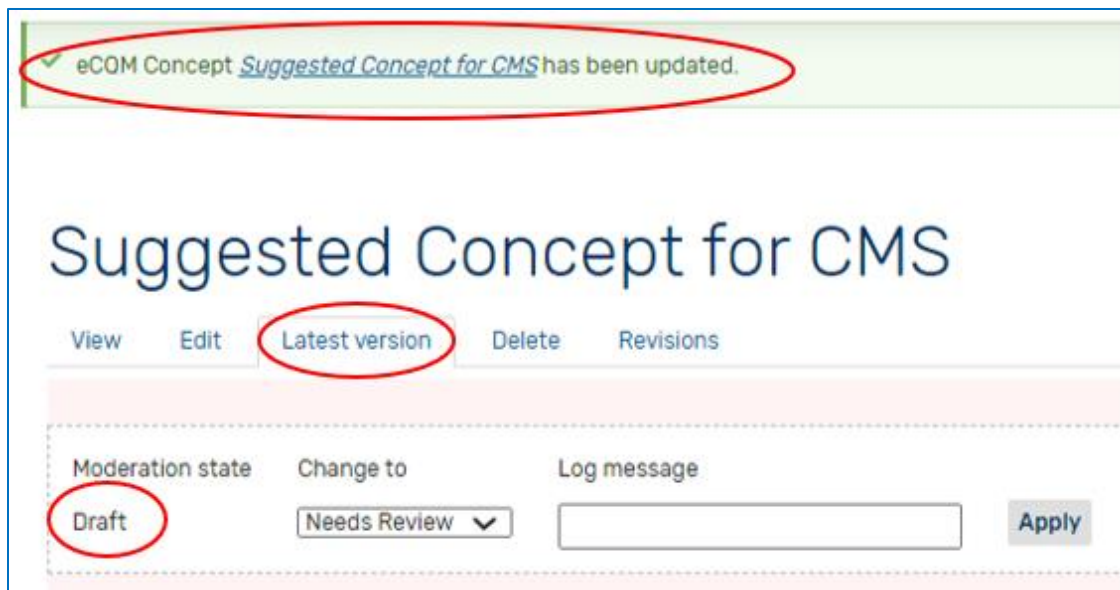
Both you and the Site Moderator receive an email notification. The email has the same subject and content as when the Site Moderator moves a suggested eCQM concept back to draft.

The "View" tab displays the published version. The "Edit" tab displays the new draft version.

Submitting a Suggested eCQM Concept to CMS for Review

You may request CMS review your suggested eCQM concept. Open the suggested eCQM concept you want CMS to review. Go to the edit tab and select "Request CMS Review." In addition to the four required fields, you must also complete the "Concept Population" field. See Figure 21.

Figure 21 Requesting CMS Review of Suggested eCQM Concept

Both you and the Site Moderator receive an email notification of an update to your suggested eCQM concept.

The Site Moderator will review your suggested eCQM concept for completeness and forward according to an established workflow. If the Site Moderator believes the suggested eCQM concept needs additional information, e.g., concept population, they will send the suggested eCQM concept author an email describing the requested additional content.

Deleting Your Suggested eCQM Concept

1. At any time, you may delete your suggested eCQM concept. After logging in, go to the "My eCQM Concepts" tab of your dashboard. From the Operations column, select the drop down for the suggested eCQM concept you want to delete and select "Delete." See Figure 22.

Figure 22 Deleting Your Suggested eCQM Concept

   a. If your suggested eCQM concept is in "Published" or "Submitted to CMS" status, you will only see the option to delete. Alternatively, you can delete your suggested eCQM concept by selecting the name of the suggested eCQM concept you want to delete. A screen returns with the suggested eCQM concept's information. Select the "Delete" tab. See Figure 23.

Figure 23 Deleting Your Suggested eCQM Concept from the Delete Tab
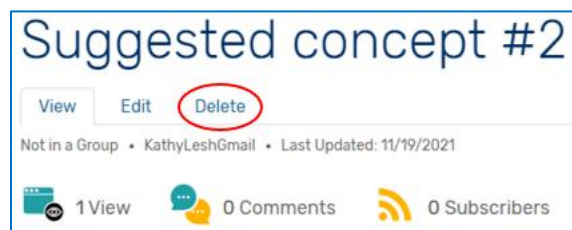
2. Using either method, a screen returns asking you to verify you want to delete. You cannot undo this action. If you are sure you want to delete, select "Delete", otherwise select "Cancel." See Figure 24.

Figure 24 Deleting Your Suggested eCQM Concept
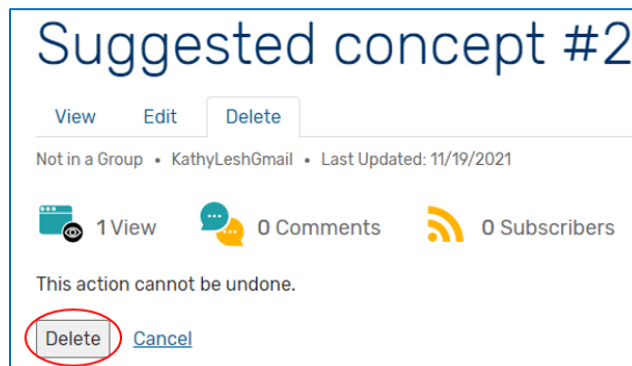
3. Once you select "Delete," you return to the eCQI Resource Center home page.

Commenting on Your or Other's Suggested eCQM Concepts

If there are other suggested eCQM concepts in the library, an Authenticated User may comment on the suggested eCQM concept.

1. The Authenticated User selects the name of the eCQM for which they want to comment. See Figure 25.

Figure 25 Select Suggested eCQM Concept for Comment
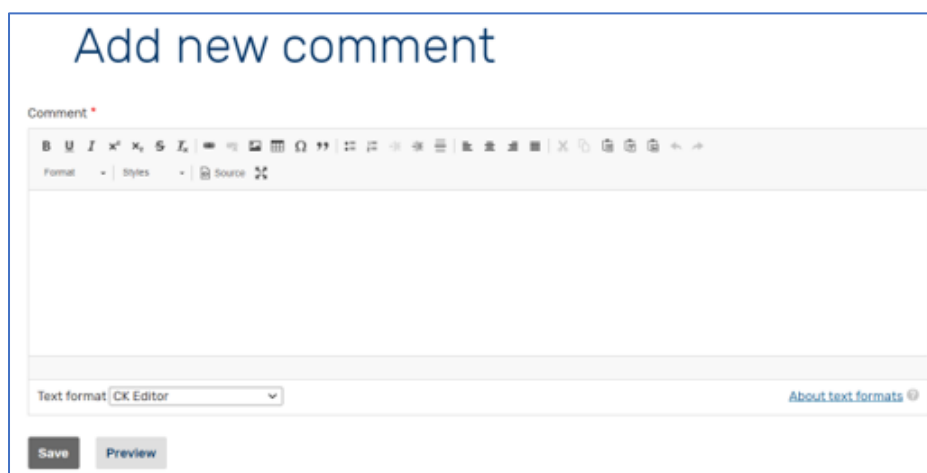
2. If not logged in, you will get a prompt to log in or register for an account. See Figure 26.

Figure 26 Log in to Comment on a Suggested eCQM Concept
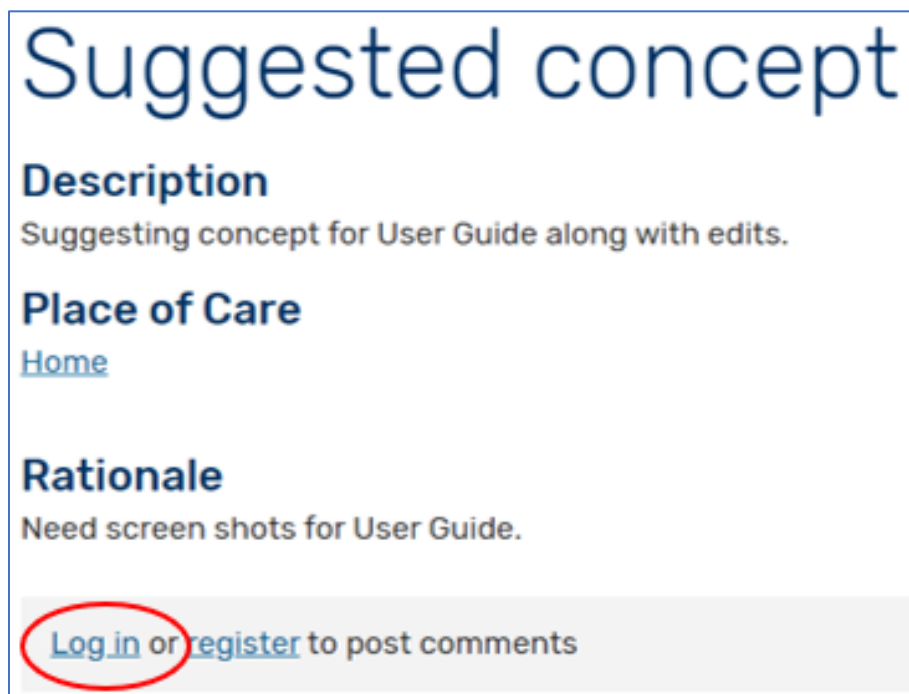
3. Once logged in, the screen will show the suggested eCQM concept entry and an "Add new comment" field. See Figure 27.

Figure 27 Adding a Comment to a Suggested eCQM Concept

4. Add your comment and select "Preview" to review your comment or "Save" to complete your comment. When you select "Save," you will get a green banner noting submission of your comment. See Figure 28.

Figure 28 Green Banner Indicating Comment Sent
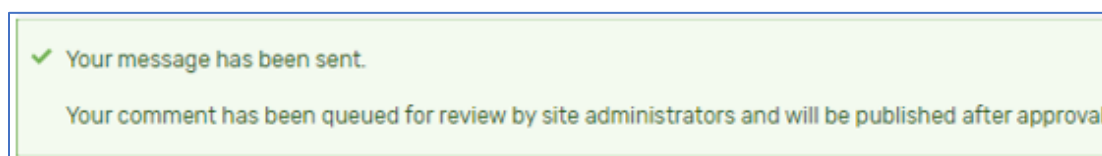
5. The Site Moderator receives an email notification and reviews your comment for appropriateness. If the Site Moderator deems your comment appropriate, they will approve your comment for public viewing. If not, the Site Moderator will email you with questions and/or ask you to edit.

6. If someone comments on your suggested eCQM concept and the Moderator approves the comment, you receive an email notification of the approved comment. See Figure 29.

Figure 29 Email Notification to Suggested eCQM Concept Author of Comment Publication

7. The main suggested eCQM Concepts page notes how many approved comments a suggested eCQM concept has, which anyone can see. However, the Last Updated date does not change. The Last Updated date only changes when there are updates to the suggested eCQM concept. See Figure 30.

Figure 30 Public Notification of Number of Approved Comments

8. When opening the suggested eCQM concept, anyone can see the approved comment. See Figure 31.

Figure 31 Public Viewing of Approved Comment

eCQM Testing Opportunities Module

Measure developers may request the posting of an announcement of an eCQM testing opportunity. There are numerous reasons e.g., feasibility, reliability, validity, and times a measure developer tests an eCQM. The eCQM Testing Opportunities module lists a few reasons. If you are a CMS-contracted measure developer, please use your CMS cleared announcement using the eCQI template and attach to an email to the eCQI Resource Center. If not a CMS-contracted measure developer, please send an email to the eCQI Resource Center with the completed template, which includes

- the name of the organization sponsoring the eCQM
- dates the organization is accepting testing volunteers
- type of feedback the organization wants – and it may be multiple topics, e.g., feasibility of data elements, thoughts from persons and families, reliability, and validity testing
- the draft eCQM specifications
- organization contact information

If the Site Moderator approves, the eCQI Resource Center team will post the announcement of the eCQM Testing Opportunities page. The eCQI Resource Center team will remove the announcement at the end of the period the organization is accepting volunteers. Should you want to extend the period, please send an email to the eCQI Resource Center.

If you are a stakeholder interested in testing eCQMs, review the opportunities in the table at the bottom of the eCQM Testing Opportunities page. The hyperlink in the "Details" cell provides the specific information about the testing opportunity. See Figure 32.

Figure 32 Learn More About eCQM Testing Opportunities

eCQM Focus	Testing Focus	Testing Dates	Details
Misdiagnosis of Urinary Tract Infection in Women	End to End	April 2022–October 2022	Testing Opportunity Announcement (PDF)
Hospital - Falls	End to End	January 26, 2022–April 30, 2022	
Hospital - Anticoagulant Postop VTE	End to End	March 1, 2022–August 30, 2022	Testing Opportunity Announcement (PDF)
Hospital - Sepsis	End to End	August 1, 2022–January 21, 2023	
Hospital - Postop Respiratory Failure	End to End	September 1, 2022–February 24, 2023	

eCQM Data Element Repository (DERep)

DERep Overview

The eCQM DERep provides additional clarification for all the data elements associated with published and tested eCQMs used in CMS quality reporting and incentive programs and the definitions and clinical focus for each data element. There are no access restrictions in the DERep. An Anonymous User can filter information by data element, eCQM by measured entity, hybrid measures, Quality Data Model (QDM) attribute, QDM category, QDM datatype, or QDM entity. The QDM information displayed for an eCQM reflects the version used in the development of the eCQM for a specific performance/reporting period.

The eCQM DERep centralizes information from the measure specification, Value Set Authority Center (VSAC), and the QDM to aid in better understanding of the clinical intent and to help with data mapping activities. The intent of the eCQM DERep is not to replace those other resources. Please refer to those sources for more detailed specifications.

The DERep updates are part of the eCQM Annual Update process. With the addition of a new year, the oldest year drops off so there are always three years for viewing. The DERep contains information for the immediate past, current, and immediate future performance/reporting periods and reflects the QDM and value set versions for their respective performance/reporting periods.

How to Apply Filters

The eCQM DERep has multiple filters to help users easily view information of interest.

1. From the MC Workspace home page, select the "eCQM Data Element Repository" tab. Select the dropdown list of the "Year" filter to view available options. See Figure 33.

Figure 33 Select Reporting/Performance Period

2. Then select the filter option from the drop down menu. Find a description of the information in each option below the filter boxes. See Figure 34.

Figure 34 Select a Filter Option

3. If you know the topic, e.g., part of the title or the CMS ID, you can search that way by entering the information in "Search"

Individual Measure Pages

The individual measure pages provide the performance/reporting period, CMS Measure ID, version, NQF number, eCQM description, and all the data elements and QDM attributes with hyperlinks used by the eCQM. Every page has a link back to the DERep Home Page. See Figure 35.

Figure 35 Individual eCQM Page Example Snippet

Select the +Expand All or the individual ^ to see the details of the data elements and attributes. The data elements include information from the VSAC, the QDM datatypes and definitions. The page also has links to the MC Workspace home page and the DERep Home Page. See Figure 36. You can also get directly to the data elements by filtering for eCQM Data Elements.

Figure 36 Data Element Expanded from Individual eCQM Page Snippet

You may see a data element with the value set object identifier (OID) at the end, e.g., ["Diagnosis": "Bipolar Disorder"] (2.16.840.1.113883.3.464.1003.105.12.1157). This is to disambiguate items with the same name, but use a different value set.

If you select the name of the data element rather than +Expand all or the ^, you also get the eCQMs, with hyperlinks, using this data element, see Figure 37, and a link to the MC Workspace home page.

Figure 37 Data Element List of eCQMs Using that Data Element

eCQMs using this data element:
CMS071v11 - Anticoagulation Therapy for Atrial Fibrillation/Flutter
CMS108v10 - Venous Thromboembolism Prophylaxis
CMS190v10 - Intensive Care Unit Venous Thromboembolism Prophylaxis

QDM Category Page

The QDM category pages provide information from the applicable QDM version. See Figure 38.

Figure 38 Example QDM Category Page

QDM Datatype Page

QDM datatype pages contain a description of the datatypes, any data elements defined by the QDM datatype, and the QDM attribute(s) associated with the QDM datatype. See Figure 39.

Figure 39 Example QDM Datatype Page Snippet

QDM Attribute Page

The QDM attribute pages display the attribute's definition and which QDM datatypes use the attribute. See Figure 40.

Figure 40 Example QDM Attribute Page

QDM Entities Page

The QDM entities page provides the definition of the entity. See Figure 41.

Figure 41 Example QDM Entities Page