REGISTRATION
USER GUIDE
For Eligible Hospitals

Medicare and Medicaid
Electronic Health Record
(EHR) Incentive Program

JULY 2012
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Disclaimer

The Centers for Medicare & Medicaid Services (CMS) is providing this material as an informational reference for physicians and non-physician practitioners-providers. Although every reasonable effort has been made to assure the accuracy of the information within these pages at the time of posting, the Medicare program is constantly changing, and it is the responsibility of each physician, non-physician practitioner, supplier or provider to remain abreast of the Medicare program requirements.

Medicare regulations can be found on the CMS Web site at http://www.cms.gov.
Step 1 – Getting Started

This is a step-by-step guide for the Medicare and Medicaid Eligible Hospitals Electronic Health Record (EHR) Incentive Program. The page layout consists of the registration screen with written instructions to the right, as well as helpful tips at the bottom. To get started, click on the link at the top of the page or type the website into your computer’s browser.

**Welcome to the Medicare & Medicaid EHR Incentive Program Registration & Attestation System**

**About This Site**

The Medicare and Medicaid Electronic Health Records (EHR) Incentive Programs will provide incentive payments to eligible professionals and eligible hospitals as they demonstrate adoption, implementation, upgrading, or meaningful use of certified EHR technology. These incentive programs are designed to support providers in this period of Health IT transition and instill the use of EHRs in meaningful ways to help our nation to improve the quality, safety, and efficiency of patient health care.

This web system is for the Medicare and Medicaid Eligible Hospitals Incentive Programs. Those wanting to take part in the program will use this system to register and participate in the program.

**Overview of Eligible Professional (EP) and Eligible Hospital Types**

**Eligible Professionals (EPs)**

- Medicare EPs include:
  - Physicians
  - Nurse Practitioners
  - Certified Nurse - Midwife
  - Dentists
  - Physicians Assistants who practice in a Federally Qualified Health Center (FQHC)
  - Rural Health Center (RHC) that is led by a Physician Assistant

- Medicare Advantage Organization (MAO) EPs - A MAO EP may receive an incentive payment for their EPs. For more information, visit CMS website.

**NOTE:** EPs may NOT be hospital-based. This is defined as any provider who furnishes 90% or more of their services in a hospital setting (inpatient or emergency rooms).

**Eligible Hospitals**

- Medicare eligible hospitals include:
  - Subsection (d) hospitals in the 50 states or DC that are paid under the hospital inpatient prospective payment system; hospitals in Maryland may also participate per law.
  - Critical Access Hospitals (CAHs)
  - Medicare Advantage Affiliated hospitals (MA Affiliated Hospitals)

- Medicare eligible hospitals include:
  - Acute Care hospitals with at least 10% Medicaid patient volume. May include CAHs and cancer hospitals.
  - Children’s Hospitals

**Additional Resources:** For User Guides to Registration and Attestation that will show you how to complete these modules, a list of EHR technology that is certified for this program, specification sheets with additional information on each Meaningful Use objective, and other general resources that will help you complete registration and attestation, please visit CMS website.

**Eligible to Participate:** There are two types of groups who can participate in the programs. For detailed information, visit CMS website.

**TIPS**

If you are a hospital that meets all of the following qualifications, you are ‘dually-eligible’ for the Medicare and Medicaid EHR Incentive Programs:

- You are a sub-section(d) hospital in the 50 U.S. States or the District of Columbia or CAH; and
- You have a CMS Certification Number ending in 0001-0879 or 1300-1399; and
- You have at least 10% Medicaid patient volume.

You must register for ‘Both Medicare & Medicaid’ when registering for the program. If your state’s program is not ready to accept your registration, your file will be placed into a ‘pending status’ until your state’s program is launched.

To determine your eligibility, click on the CMS website.

For a list of Eligible Hospitals (EHs), click on the plus sign next to Eligible Hospitals.
**STEPS**

Please read the statements on the page and check the box to indicate that you acknowledge that you are aware of the statements.

Click *Continue*

---

**TIP**

Eligible Professionals (EPs) may not be hospital based. This is defined as EPs seeing 90% or more of their Medicare covered services in:

- Hospital Inpatient setting (Place of service 21)
- Emergency Department setting (Place of service 23)
Step 2 - Login Instructions
Read the instructions under Eligible Hospitals for help in obtaining a user name and password for the Identification and Authentication (I&A) System.

Login Instructions

Eligible Professionals (EPs)
- If you are an EP, you must have an active National Provider Identifier (NPI) and have a National Plan and Provider Enumeration System (NPPES) web user account. Use your NPPES user ID and password to log into this system.
- If you are an EP who does not have an NPI and/or an NPPES web user account, navigate to NPPES to apply for an NPI and/or create an NPPES web user account.

Eligible Hospitals
- Users working on behalf of an Eligible Professional(s) must have an Identity and Access Management system (I&A) web user account (User ID/Password) and be associated to the Eligible Professional(s) NPI. If you are working on behalf of an Eligible Professional(s) and do not have an I&A web user account, Create a Login in the I&A System.

Associated with both Eligible Professionals (EPs) and Eligible Hospitals
- Users working on behalf of an Eligible Hospital(s) must have an Identity and Access Management system (I&A) web user account (User ID/Password) and be associated to an organization NPI. If you are working on behalf of an Eligible Hospital(s) and do not have an I&A web user account, Create a Login in the I&A System.

Account Management
- If you are an existing user and need to reset your password, visit the I&A System.
- If you are having issues with your User ID/Password and are unable to log in, please contact the EHR Incentive Program Information Center at 888-734-0433 / TTY: 888-734-8083.
- View our checklist of required materials here.

TIPS
- User ID and Password are case sensitive
- Users registering on behalf of the hospital will need the hospital’s CMS Certification Number (CCN) and National Provider Identifier (NPI)
- To locate your NPI number, visit: https://nppes.cms.hhs.gov/NPPES/NPIRegistryHome.do
- To apply for an NPI click on NPPES (National Plan and Provider Enumeration System)
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

**Application and Security Check Page**

Prompts the user to answer 2 security questions.

<table>
<thead>
<tr>
<th>Questions</th>
<th>Answers</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is 1 + 1?</td>
<td></td>
</tr>
<tr>
<td>What direction is the South Pole?</td>
<td></td>
</tr>
</tbody>
</table>

**TIP**

Click on the HELP tab at the top of the screen for help creating your I&A user name and password.

**STEPS**

User IDs cannot be changed. Once you have successfully created a User ID and Secret Question/Answer combinations and submitted the record, the User ID and Secret Question/Answer combinations will remain tied to your record and will not be changed.

**User name and password are case sensitive**

https://ehrincentives.cms.gov
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

<table>
<thead>
<tr>
<th>Application Sections</th>
<th>I&amp;A - My Access Requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>- User Profile</td>
<td></td>
</tr>
<tr>
<td>- Employer Information</td>
<td></td>
</tr>
<tr>
<td>- Access Requests</td>
<td></td>
</tr>
</tbody>
</table>

**Steps**

1. Click on Access Requests
2. Click Add Access Request
3. Click Submit

**TIP**

- At least one NPI is required to assign access
- Use the Previous button to navigate between pages in the system
- In order for a provider to create an online account, the NPI record must be in the status of Active or Pending Change Request

Use the NPI record must be in the status of Active or Pending Change Request.

https://ehrincentives.cms.gov
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

**STEPS**

Click on “You are an end user of the provider/supplier organization”

Click Next

Select Application Type

“EHR Incentive Program”

Click Next

**TIPS**

There can be only one Authorized Official per organization at any given time

Click on HELP for additional guidance to navigate the system

The Help link is on every page
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

Enter the NPI of the provider/supplier organization

Click Search to display the details of the provider/supplier organization

Click Save to navigate to the ‘My Access Requests Page’

Or

Click Save & Add Another to add multiple providers

TIP

Clicking Previous will take you back to the ‘Select Application Type’ page

Click on HELP for additional guidance to navigate the system

The Help link is on every page
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

**STEPS**

Choose the Provider/supplier organization you wish to access

You may choose one at a time or click Select All

Use the **Add Access Button** to add the NPIs you wish to access

Click **Submit**

---

**TIP**

Clicking Previous will take you back to the ‘Select Application Type’ page

Click on HELP for additional guidance to navigate the system

The Help link is on every page
Step 2 – Login Instructions for Users
Working on Behalf of an Eligible Hospital (cont.)

Thank you. Your request will be processed.

Applying as an Authorized Official:
If you are applying as an Authorized Official, a copy of your provider or supplier's organization CP-575 is required. The CP-575 is generated to the organization by the Internal Revenue Service (IRS), and contains the organization's Legal Business Name and Taxpayer Identification Number. If you cannot locate your CP-575, contact the IRS for a copy of your IRS Federal Tax Deposit Coupon, IRS 147C letter, or other official IRS document which verifies the taxpayer identification number and legal business name of your organization. Make a photocopy of the CP-575 or appropriate substitute and write your PECOS I&A Tracking ID at the top of the photocopy. Mail the photocopy of the CP-575 or appropriate substitute (with the Tracking ID written on it) to the CMS External User Services (EUS) Help Desk. Your application will not be processed until the EUS Help Desk receives this paperwork. An e-mail notification will be sent to you once the EUS Help Desk has approved or rejected your request. If you have questions, please contact the EUS Help Desk at the following address and telephone number:

External User Services (EUS)
PO Box 76270
San Antonio, Texas 78216
Phone 1-866-654-6449
TTY: 1-866-532-4769
EUSSupport@op.gov

For questions concerning the Electric Health Record (EHR) Incentive Program, please contact the EHR Incentive Program Information Center (EIPIC) at the following address and telephone number:

EHR Incentive Program Information Center (EIPIC)
Phone: 1-888-734-6433
TTY: 1-888-734-6563

Applying as an Organization end user:
If you are applying as an organization end user and have questions, please contact your Authorized Official. An e-mail notification will be sent to you once your request has been approved or rejected.

Applying to act on behalf of an individual provider:
If you are requesting to act on behalf of an individual provider and have questions, please contact the individual provider or the appropriate help desk using the above contact information. If your request is not approved in a reasonable amount of time, please contact the individual provider.

User Name: John Doe

Note: App Type Legend: P=PECOS - Medicare Provider Enrollment; E=EHR Incentive Program

<table>
<thead>
<tr>
<th>Provider/Supplier Organization</th>
<th>App Type</th>
<th>Tracking ID</th>
<th>Provider/Supplier Organization EIN</th>
<th>Provider/Supplier Organization Name (LNN)</th>
<th>Organization NPI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Provider</td>
<td>E</td>
<td>50316211648937</td>
<td>Doe</td>
<td>John</td>
<td>1234567890</td>
</tr>
</tbody>
</table>

Please provide tracking number on all correspondence.

TIP

EHR Information Center
1-888-734-6433
TTY/1/888-734-6563
Step 3 – Welcome
If your login was successful you will receive the “Welcome Screen”.

**STEPS**
Click on the **Registration** tab to continue registering for the EHR Incentive Program.

**TIPS**
The Welcome screen consists of four tabs to navigate through the registration and attestation process:
1. Home
2. Registration
3. Attestation
4. Status

Meaningful Use information: https://www.cms.gov/EHRIncentivePrograms/30_Meaningful_Use.asp
Step 4 – Registration

**STEPS**

Click on **Register** in the Action column to continue the registration process.

---

**Registration Instructions**

Welcome to the Registration Page.

Depending on the current status of your registration, please select one of the following actions:

- **Register**: Register for the EHR Incentive Programs
- **Modify**: Modify Existing Registration
- **Cancel**: Discontinue participation in the Medicare & Medicaid EHR Incentive Programs
- **Reactivate**: Reactivate a previously canceled registration
- **Resubmit**: Resubmit a registration that was previously deemed ineligible

**Registration Selection**

Identify the desired registration and select the Action you would like to perform. Please note only one Action can be performed at a time on this page.

Create a new registration:

<table>
<thead>
<tr>
<th>Name</th>
<th>Tax Identifier</th>
<th>CMS Certification Number (CCN)</th>
<th>Incentive Type</th>
<th>Registration Status</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
<tr>
<td>YOUR HOSPITAL NAME</td>
<td>XX-XXXXXXX (EFN)</td>
<td></td>
<td></td>
<td></td>
<td>Register</td>
</tr>
</tbody>
</table>

**TIPS**

- “Resubmit”, “Modify”, “Cancel” and “Reactivate” are the available Action web links for returning users
- Only one action can be performed at a time on this page
- If the user selects the Action web link of “Register” or “Resubmit” they will be directed to the Topics for Registration screen
Step 5 – Identification Questionnaire

The legal business name (LBN) and taxpayer identification number (TIN) are pulled from National Plan and Provider Enumeration System (NPPES).

CCN/NPI Information

(*) Red asterisk indicates a required field.

LBN: Methodist Healthcare System of San Antonio, Ltd., L.L.P.

TIN: xxxxxxxx (EIN)

Please provide the CMS Certification Number (CCN) and the National Provider Identifier (NPI) that is associated to this TIN:

*CCN: Select

Note: CCNs that have NOT been registered are only available in the dropdown list. The CMS Certification Number (CCN) must be associated with an Approved Medicare enrollment in the Provider Enrollment, Chain and Ownership System (PE Cos). In addition, the CCN must be at least 6 to 16 characters in length. The first 6 characters are required and must be numeric. The additional 4 characters are optional and can be any alphanumeric combination.

*NPI:

This NPI is associated with the CCN and primary practice location in PE Cos.

Please select the Previous button to go back a page. Please note that any changes that you have made on this page will not be saved. Please select the Save & Continue button to save your entry and proceed.

TIPS

The user must enter a CCN and NPI that are associated with the TIN in order to proceed with the registration.

For more information on TINs and EINs, visit http://www.irs.gov/
Step 5 – Reason for this Registration

Review and follow the registration instructions below.

Data required for this registration is grouped into two topics. Both topics must be completed.

Progress bars will indicate the progress for each topic.

When both topics are completed user can select Proceed with Submission.

Click on Topic 1 - “EHR Incentive Program” to start.
Step 7 – Incentive Program Questionnaire for Both Medicare & Medicaid Eligible Hospitals

**STEPS**

Select Both Medicare & Medicaid Incentive Program

Select the Medicaid State/Territory

Select the Medicare hospital type

Select the Medicaid State/Territory

Select the Medicare hospital type

Enter your CMS EHR Certification Number if you have it

Click **Save & Continue**

**TIPS**

The CMS EHR certification number is 15 alpha numeric characters, the alpha numeric number is case sensitive and is required for Attestation but not for Registration

For the certified health IT product List visit, http://healthit.hhs.gov/CHPL

Follow the instructions on the website to locate your CMS EHR certification number
Step 7 – Incentive Program Questionnaire
for Medicare Only Eligible Hospitals

**STEPS**

Click the Medicare incentive program

Select your Medicare hospital type

Enter your EHR Certification Number if you have it

Click Save & Continue

**TIPS**

The CMS EHR certification number is required for Attestation, but is not for Registration

For the certified health IT product List visit,

http://healthit.hhs.gov/CHPL

Follow the instructions on the website to locate your CMS EHR certification number
Step 7 – Incentive Program Questionnaire for MA-Affiliated Hospitals

**STEPS**

**Click the MA-Affiliated Hospital button program**

**Click on**

**Enter your MAO Contract Number**

**Select your Incentive Program – Medicare or both Medicare and Medicaid**

**Click**

**TIP**

Click on “What is an EHR Certification number” for more information
Step 7 – Incentive Program Questionnaire for MA-Affiliated Hospitals (cont.)

**STEPS**

For the Medicare Incentive Program, select your hospital type from the drop down menu.

Click **Save & Continue**

For Both Medicare and Medicaid Incentive Program, enter your:

- Medicaid State/Territory
- Medicaid hospital type
- Medicare hospital type

Enter your CMS EHR Certification Number if you have it.

Click **Save & Continue**

Click on the “Non MA-Affiliated button if you prefer to register as a “Non MA-Affiliated Hospital”

Choose your Incentive Program.

Enter your CMS EHR Certification Number if you have it.

Click **Save & Continue**

**TIPS**

The CMS EHR certification number is required for Attestation, but is not for Registration.

For the CMS EHR certified health IT product List visit, http://healthit.hhs.gov/CHPL

Follow the instructions on the website to locate your CMS EHR certification number
Step 7 – Incentive Program Questionnaire
for Medicaid Only Eligible Hospitals

**STEPS**

1. **Click the Medicaid incentive program**
2. **Click on APPLY**
3. **Select your Medicaid State/Territory**
4. **Select your Medicaid hospital type**
5. **Enter your CMS EHR Certification Number if you have it**
6. **Click Save & Continue**

**TIPS**

If your state’s program has not yet launched at the time of your registration, your file will be placed into a pending status until your state’s program is launched.

The CMS EHR certification number is required for Attestation, but is not for Registration.

For the certified health IT product List visit, http://healthit.hhs.gov/CHPL
Follow the instructions on the website to locate your CMS EHR certification number.
Step 8 – Business Address and Phone

The business address and telephone number are pulled from the hospital’s practice location stored National Plan and Provider Enumeration System (NPPES).

**STEPS**

Review the Business Address & Phone information and revise if applicable

Enter your e-mail address and confirm the e-mail address

Click Save & Continue

**TIPS**

- The address will be posted on the EHR Incentive Program website once you receive payment for Medicare payments. There is no such requirement for CMS to publish information on eligible professionals and hospitals receiving Medicaid EHR incentive payments, though individual States may opt to do so.
- The fields can be updated on this screen. However, the data is not sent back to NPPES.
- The business address cannot be a P.O. Box address.

[Image of registration user guide]
Step 9 – Topics for this Registration

Topics for this Registration will display when both Topics are completed.

TIPS

- Data required for this registration is grouped into two topics. Both topics must be completed.
- Progress bars will indicate the progress for each topic.
- When both topics are completed user can select Proceed with Submission.

STEPS

Click on Proceed with Submission to continue the registration process.
Step 10 – Verify Registration Information

Be sure to verify all of the information.

**STEPS**

Review your registration information for accuracy

Click **Submit Registration** to continue

**TIP**

Click on Exit to revise your registration
Step 11 – Registration Disclaimer

Be sure to read the entire disclaimer.

Read the disclaimer and click on Agree or Disagree at the bottom of the page.

If Disagree is chosen, the user is directed to the Registration Instructions Page. To restart the process, click MODIFY in the Action column of the Registration Instructions Page.

Clicking Agree is considered the same as an electronic signature and completes the submission process.
Step 12 – Submission Receipt (Successful Submission)

Both Medicare & Medicaid Eligible Hospitals

**STEPS**

Continue your registration using the State’s Medicaid EHR registration tool

Click on You can find your State [here](https://ehrincentives.cms.gov) to complete the Medicaid registration

**TIPS**

If your state has launched their program, wait 24 hours to contact your State to finish the registration, to allow for processing.

If your state is ready to accept your application you will have to wait until the state launches the program to complete the registration process.

Print a copy of the receipt for your records.
Step 12 – Submission Receipt (Successful Submission) for Medicare Eligible Hospitals only

**Successful Submission**

You have successfully registered for the EHR Incentive Payment Program. An email will be sent to the email address on file as a notification of this submission.

**IMPORTANT** Please note:

- If you are a Medicaid provider, your State Medicaid Agency will need to collect and verify additional eligibility information. After 24 hours, please continue your registration using your State’s eligibility verification tool. You can [find your State here](https://ehrincentives.cms.gov)
- Your State will also collect any information to support a program attestation for Medicaid providers (i.e., Medicaid providers will not use the attestation feature on this site). Your State Medicaid Agency may also contact you through the email and/or street addresses you provided in this registration to explain how to continue the eligibility process.
- You may switch between Medicaid and Medicare any time prior to your payment being initiated. This means that when [Medicare or the State Medicaid Agency](https://ehrincentives.cms.gov) begins calculating and disbursing your payment, you will be unable to switch between Medicaid and Medicare.

**Registration Tracking Information**

Registration ID: 1000041177
LBN:
Submitted Date: 12/20/2011
Submitted By: Your Name
Reason(s) for Submission:
You are an Eligible Hospital registering in the incentive program.
You have modified your registration information.

Please select the **Print Receipt** button to print this page.

**TIPS**

- A registration tracking ID number will be assigned to your registration
- You must submit your Attestation information to qualify for the CMS EHR incentive payment
Step 12 – Submission Receipt (Successful Submission) for Medicaid Eligible Hospitals only

**TIPS**

- If your state has launched their program, wait 24 hours to contact your State to finish the registration, to allow for processing.
- If your state is not ready to accept your application you will have to wait until the state launches the program to complete the registration process.
- Print a copy of the receipt for your records.

**STEPS**

Continue your registration using the State’s Medicaid EHR registration tool.

Click on You can find your State [here](https://ehrincentives.cms.gov) to complete the Medicaid registration.

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**Successful Submission**

You have successfully registered for the EHR Incentive Payment Program. An email will be sent to the email address on file as a notification of this submission.

**Important** Please note:

- If you are a Medicaid provider, your State Medicaid Agency will need to collect and verify additional eligibility information. After 24 hours, please continue your registration using your State’s eligibility verification tool. You can find your State [here](https://ehrincentives.cms.gov) on this site. Your State Medicaid Agency may ask you through the email and/or street addresses you provided in this registration to explain how to continue the eligibility process.
- You may switch between Medicaid and Medicare any time prior to your payment being initiated. This means that when Medicare or the State Medicaid Agency begins calculating and disbursing your payment you will be unable to switch between Medicaid and Medicare.

**Registration Tracking Information**

- Registration ID: 1000041177
- LBN: 
- Submitted Date: 12/20/2011
- Submitted By: Your Name
- Reason(s) for Submission:
  - You are an Eligible Hospital registering in the incentive program.
  - You have modified your registration information.

Please select the Print Receipt button to print this page.
Step 12 – Submission Receipt (Failed Submission)

Your registration has failed

Read the instructions on the screen and contact the appropriate department to correct your information.

Click *Print Receipt* to get a copy for your records

TIPS

*If any of the system validations fail, the registration will be set to a status of “Rejected” or “Issue Pending”*

A registration ID number will be assigned to your submission

Reason(s) for a failed submission are listed below with contact information.

**Reason(s) for Issue Pending status:**

- **NPI Status in NPPES is in a Deactivated status.** Contact the NPPES Help Desk for assistance. Visit: [https://nppes.cms.hhs.gov/NPPES/Welcome.do](https://nppes.cms.hhs.gov/NPPES/Welcome.do) (800) 465-3203 / TTY (800) 692-2326

- **Enrollment Status in PECOS – The Medicare enrollment in PECOS associated with this registration is not in an Approved status.** Contact PECOS for help. Visit: [https://pecos.cms.hhs.gov/](https://pecos.cms.hhs.gov/) (866)484-8049 / TTY (866)523-4759

- **OIG Exclusions (Medicare/Medicaid) in PECOS – OIG Exclusions are associated with this provider’s Medicare enrollment in PECOS.** Contact PECOS for help. Visit: [https://pecos.cms.hhs.gov/](https://pecos.cms.hhs.gov/) (866)484-8049 / TTY (866)523-4759
Step 13 – Status Summary
Review all current and previous information related to your account.

**STEPS**
Click the *Select* button to view registration detail

**TIPS**
Click Select in the Action Column to view detail
Click on help at the top of the screen for more information
Step 14 – Status Information

Review the details of your registration process.

**Steps**

Registration details appear in the body of the screen.

Review the registration status reason, Fiscal Intermediary (FI)/Carrier/Medicare Administrative Contractor (MAC) and validations performed on your registration.

**Tips**

Registration status will read “Pending State Validation” until the registration process is completed by the State.

Other registration statuses are:

- “Issue Pending”
- “In Progress”
- “Rejected”

Click Previous to return to the Status Selection Page.
Have Questions?

There are many resources available to you.

**Help**

**Topics**

- Help provides additional guidance to users for Medicare & Medicaid EHR Incentive Program Registration & Attestation process. Help is broken up into the following sections.
- **About Registration & Attestation System**
  - Presents an overview of the system, processes, and benefits.
- **How to get Access to the Registration & Attestation System**
  - Presents summary information on accessing Internet-based Registration & Attestation System.
- **User Accounts**
  - Presents additional information regarding account information.
- **Accessibility**
  - Presents information about the accessibility and compatibility features of Internet-based Registration & Attestation System.
- **Frequently Asked Questions (FAQs)**
  - Presents a list of common questions and their answers regarding the use of Internet-based Registration & Attestation System and the Medicare/Medicaid registration and attestation process.
- **Glossary and Acronym List**
  - Presents Medicare/Medicaid EHR terms and definitions.
- **Contact Information**
  - Presents a list of contact information for Internet-based Registration & Attestation System user account issues.

**STEPS**

- Remember to click the help link which is located on every screen

**Review the list of resources that are available to you at any time**

**Resources**

- Contact the EHR Information Center Help Desk for Questions concerning registration, (888) 734-6433 / TTY: (888) 734-6563

  **Hours of operation:** Monday-Friday 8:30 a.m. – 4:30 p.m. in all time zones (except on Federal holidays)


**TIP**

- EHR Incentive Program; visit http://www.cms.gov/EHRIncentivePrograms/
### Acronym Translation

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>CMS</td>
<td>Centers for Medicaid &amp; Medicaid Services</td>
</tr>
<tr>
<td>DMF</td>
<td>Social Security Death Master File</td>
</tr>
<tr>
<td>EHR</td>
<td>Electronic Health Record</td>
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<tr>
<td>EIN</td>
<td>Employer’s Identification Number</td>
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<tr>
<td>EIPIC</td>
<td>EHR Incentive Program Information Center</td>
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<td>EP</td>
<td>Eligible Professional</td>
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<tr>
<td>FI</td>
<td>Fiscal Intermediary</td>
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<tr>
<td>FQHC</td>
<td>Federally Qualified Health Center</td>
</tr>
<tr>
<td>I&amp;A</td>
<td>Identification &amp; Authentication System</td>
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<tr>
<td>IDR</td>
<td>Integrated Data Repository</td>
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<tr>
<td>LBN</td>
<td>Legal Business Name</td>
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<td>MAC</td>
<td>Medicaid Administrative Contractor</td>
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<tr>
<td>MAO</td>
<td>Medicaid Advantage Organization</td>
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<tr>
<td>NPI</td>
<td>National Provider Identifier</td>
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<tr>
<td>NPPES</td>
<td>National Plan and Provider Enumeration System</td>
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<td>NLR</td>
<td>National Level Repository</td>
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<td>Office of the Inspector General</td>
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<td>PECOS</td>
<td>Provider Enrollment Chain and Ownership System</td>
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<tr>
<td>TIN</td>
<td>Tax Identification Number</td>
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