

Tips for Eligible Professionals Selected for a Post-payment Review of the Colorado Department of Health Care Policy and Financing Electronic Health Record (EHR) Incentive Program Payment

Why is the State conducting reviews of the EHR incentive payments?

Section 1903(t)(2) of the HITECH Act states that all Eligible Professionals need to meet certain patient volume thresholds in order to be eligible for incentive payments. The *Medicare and Medicaid Program Electronic Health Record Incentive Program Final Rule* (Final Rule) issued by the Department of Health and Human Services Centers for Medicare and Medicaid Services (CMS) explains that states are responsible for auditing the program and must have reliable sources of data. Because the Colorado Department of Health Care Policy and Financing (the Department) is accountable to CMS for the incentive payments made, we are conducting reviews of some incentive payments. It is possible that you might be selected for a review for any installment of the incentive payments.

What can I expect if I am selected for a desk review or on-site review?

You will receive a notification letter that will indicate if review will be completed as a desk review or an on-site review by our contractor, Myers and Stauffer LC. You can also expect to be contacted by e-mail and/or phone by Myers and Stauffer. The letter will list the initial documentation needed to complete the review. Providing the documentation in a secure electronic format is preferable to paper documents. Depending on the information provided, Myers and Stauffer may request additional information. In the event that Myers and Stauffer determines the information to which you attested was not in accordance with the Final Rule or does not support the minimum eligibility threshold, Myers and Stauffer will work with you to try to identify an eligibility period for which you can provide documentation that supports the minimum eligibility threshold using appropriate calculation methods. Failure to document eligibility or failure to cooperate with Myers and Stauffer may result in recoupment of the incentive payment. The Department will notify you of the results of the review. Any payment adjustments will be reflected in the next incentive payment you receive. If you do not agree with the results you may appeal the decision in accordance with our appeals process described in the Code of Colorado Regulations title 10 CCR 2505-10 8.050, *Provider Appeals*.

What should I be able to document?

All information under attestation is subject to review. This documentation should be readily available because it was needed for attestation.

Eligibility Documentation

At a minimum, the detailed information to validate eligibility should include patient name, Medicaid member ID, if applicable, date of service, payer source, and servicing physician. Information that you attested to includes:

- Numerator: A detailed list of Medicaid encounters during your selected 90-day period for which Medicaid paid an amount greater than zero.
- Denominator: A detailed list of all encounters (the numerator should be an identifiable sub-set of the denominator) that occurred during the 90-day period.
- Locations: If encounter volume to which you attested is for more than one location the review will include all locations included in the attestation.
- Group proxy: If your attestation utilized the group proxy methodology, Myers and Stauffer will need to verify all providers with the group during your selected 90-day period. It may be necessary to review personnel or other records to validate the group proxy was calculated using encounters from all providers and was not limited in any way.

Meaningful Use Documentation

It is important for you to maintain detailed documentation supporting your meaningful use attestations. This documentation includes CEHRT dashboards to support all meaningful use and clinical quality measures

numerators, denominators, or “yes”/”no” objectives to which you attested. Documentation to support functionalities enabled for “yes”/”no” objectives must be maintained, such as screenshots demonstrating the measure. Transmittal letters to support public health registration and transmission during the appropriate period will be required. A comprehensive security risk assessment or a documented update to the assessment during the appropriate period will also be required.