QualityNet Secure Portal Enrollment Process Now Open to IQR and OQR Communities

February 18, 2014

Registered QualityNet users from two communities of care may now enroll for access to the *HCQIS QualityNet Secure Portal* (Portal). Portal access will be required to complete program requirements, beginning July 1, 2014.

The new user enrollment process for the Portal is open to users from:

- Inpatient Quality Reporting (IQR)
- Outpatient Quality Reporting (OQR)

Portal enrollment process

To enroll for access to the Portal, individuals must first have a QualityNet account. New QualityNet users will need to complete the QualityNet registration process prior to enrolling for access to the Portal. Users who currently have a QualityNet account **do not** need to re-register for a QualityNet account.

After receiving their user ID and initial password from their organization's QualityNet Security Administrator, users should sign in to *My QualityNet* to change their password and answer the required security questions. The assigned user ID and password will be required for logging in to the Portal.

Next, users will need to download the *Symantec VIP Access* application to their computer, tablet, and/or smartphone (which may require the approval and assistance of the organization's information technology staff). The Symantec credentialing application will be needed each time users log in to the Portal, to generate the required Security Code.

When logging in to the Portal for the first time, users will be guided through a six-step New User Enrollment Process. They will verify their identity using the PreciseID[SM] services from Experian, an external service selected by CMS to confirm user identity. More information about the verification process is available from the Experian PreciseID website.

Secure QualityNet Portal

New User Enrollment

The Secure QualityNet Portal houses various applications for the Center for Medicare & Medicaid Services' (CMS') Ambulatory Surgical Centers, Inpatient Psychiatric Facilities, and PPS-Exempt Cancer Hospitals Quality Reporting programs.

To access the portal, you must first complete registration as a **QualityNet user.** (Select the appropriate user community from the QualityNet Registration sidebar at the upper left of the QualityNet Home page.) After receiving your User ID and Initial Password, sign in to My QualityNet to change your password and answer the security questions. The **User ID** and **Password** will be required for logging in to the portal.

Next, complete the New User Enrollment Process and first-time login procedure outlined below. (See Section 5 of the QualityNet User Guide for more detailed instructions.)

Enrollment, first-time login

To enroll for access to the Secure QualityNet Portal:

1. From the **Symantec ID Protection Center**, download the Symantec **VIP Access Desktop application** to your computer, tablet, and/or smartphone. (Enter **m.vip.symantec.com** in the browser on your mobile device). This may require the approval and assistance of your organization's information technology staff. You will need the static Credential ID and the dynamic Security Code generated by this application to complete your enrollment.
2. Log in to the **Secure QualityNet Portal**
3. Click **Start/Complete New User Enrollment** in the yellow **Help** box.
4. Follow the six-step process to verify your identity. You will use the PreciseID service from Experian, an external service selected by CMS, to confirm your identity by providing personal information via a safe, encrypted process that, in turn, produces verification questions. (See the Experian PreciseID[SM] website for more information on this verification process.)
5. After completing identity verification, enter the **Credential ID** and the **Security Code** (within 30 seconds) generated by the Symantec VIP Access application. This will link your QualityNet user ID to your Symantec VIP Access credential.

You may now log in to the **Secure QualityNet Portal**.

More information

For more detailed portal enrollment and login instructions, see the Secure QualityNet Portal New User Enrollment Training (WMV-20 min.) and Section 5 of the QualityNet User Guide (PDF-4 MB).

QualityNet Secure Portal Resources

- Secure Portal Resources
- New User Enrollment Process