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QUALITY FORUM**

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Measure Developer Webinar

NQF Measure Maintenance Team

December 13, 2021

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Welcome

Agenda

- Brief review of creating a new measure submission in the Measure Information Management System (MIMS)
- Overview of the intent to submit process for endorsed measures undergoing maintenance review in MIMS
- Intent to Submit completeness checks in MIMS

Today's Presenters

- Hannah Bui, MPH, Senior Manager
- Gabrielle Kyle-Lion, MPH, Coordinator

Creating a New Measure in MIMS

Measure Creation

- Select topic area
- Answer qualifying questions
 - ▣ Is the submission a single, paired, or composite measure?
 - ▣ What is the measure type?
 - ▣ Is the measure instrument based?
 - ▣ Is the measure to be considered for full endorsement or trial approval?
 - ▣ Is the measure an eCQM?
- Full, in-depth [tutorial](#) found on the [Submitting Standards webpage](#)

Screenshare

- NQF Staff will screenshare to provide a preview of creating a new measure in MIMS

Questions about submitting a new measure in MIMS?

Maintenance Process in MIMS

Maintenance Submissions

- Editable maintenance submissions will be created approximately three months prior to Intent to Submit.
- If this is the first time a measure has gone through submission in MIMS, the evidence and testing sections will need to be input manually.

Screenshare

- NQF Staff will screenshare to provide a preview of editing and submitting maintenance measures in MIMS

Questions on the Maintenance Process in MIMS?

Completeness Checks in MIMS

Completeness Checks

- Completeness checks occur at two points in the process:
 - ▣ Intent to Submit
 - » Non-complex measures are reviewed by NQF project team staff
 - » Complex measures are reviewed by NQF Scientific Methods Panel staff
 - ▣ Full measure submission
- Feedback (if any) is requested at a question-level in MIMS. NQF staff will provide a summary of the completeness check results as well.
- Once question-level feedback is sent to developers, the question will reopen for edits.
- All other fields will remain locked from edits.

Screenshare

- NQF Staff will screenshare to provide a walkthrough of the completeness check process in MIMS

Questions about Completeness Checks in MIMS?

Measure Developer Resources

Submitting Standards Web Page

- [Measure Evaluation Criteria and Guidance](#) Document
 - Includes evaluation algorithms for evidence, reliability, and validity
 - » Lays out the logic that committees will use for rating Evidence, Reliability, and Validity subcriteria
- [Measure Developer Guidebook](#)
 - Explains the NQF process and expectations for developers
- [Intent to Submit Checklist](#)
- MIMS Resources
 - Printable versions of new MIMS measure submission forms
 - » [Quality Measure Form](#)
 - » [Composite Measure Form](#)
 - » [Cost and Resource Use Measure Form](#)
 - » [Measure Submission Form Crosswalk](#)
 - [MIMS Frequently Asked Questions \(FAQ\)](#)
 - [Recording](#) and [transcript](#) of the May developer webinar – MIMS demo
 - [Recording](#) and [transcript](#) of the June developer webinar – creating new measure in MIMS
 - [Recording](#) and [transcript](#) of the August developer webinar – completeness checks in MIMS

Tips for Measure Developers

- General reminders:
 - ▣ Refer to the [NQF Submitting Standards web page](#)
 - ▣ Attend the bi-monthly measure developer webinars to ensure you are up to date with NQF timelines and process changes
 - ▣ Contact measuremaintenance@qualityforum.org for general inquiries or questions related to the Consensus Development Process (CDP), measure evaluation criteria, or technical assistance
 - ▣ Check your MIMS Dashboard regularly and verify the correct measure developer/steward contacts are listed. If these change, please make updates in your measure submissions by using the Manage User Access function. NQF uses the contacts listed in the Dashboard to send updates and reminders about deadlines related to your measure.

- Measure Submission:
 - ▣ Seek technical assistance from NQF staff early and often. Measure submission deadlines are firm and extensions will not be granted. If you would like NQF staff to provide input on your draft submission, please contact the appropriate NQF project team and request technical assistance well in advance of the deadline

THANK YOU.

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