Hello and good afternoon. I'm Katy Goodwin and I'd like to welcome everyone to the measure developer webinar hosted by the NQF measure maintenance team. We have a exciting agenda for you today. This is about the third week of use of our new measure information management system and for today's webinar we'll be taking a little bit deeper dive than the first couple introductions to the system we previously shared with you. We'll be walking through an actual example of a measure submission and how to complete the form and submit a measure using the new system.

So again, I'm Katy Goodwin, I am director with the quality measurement department and joining me today is Hannah Buoy who's a manager with the quality measurement department. So at this time, I will turn it over to Hannah, who will be walking us through and showing you a little bit more about MIMS and talking through some of the features and how to actually use the system to submit measures. Hannah.

Thanks Katy. Hello everyone. So as Katy mentioned, we're going to provide a deep dive on creating a new submission in MIMS and we'll also go through how to access measures that are not new. So once that we had in our old system that we moved over into MIMS. So we're going to go through all of that today, and we'll go ahead and just dive right in. So measure creation it starts with two I guess first steps.

So the first one that's new to what we didn't have before in our previous system is selecting a topic area and I'll show you all of this when I start screen sharing in the new system. But the first is for new measures you can now select a topic area as well as the cycle that you're submitting to. So if you think your measure would be best suited for the patient experience and function committee, you're definitely free to select that committee and if you're aiming for a fall 2021 submission then you can select that cycle as well.

I will note though that the measure may be moved to a different topic area after NQF has done initial review after intent to submit. And then for measures that already existed and were already assigned, the topic area segments have been migrated over. So if you had a previous measure submitted and it was reviewed by the patient safety committee in our new system, it got carried over as a patient safety measure. The next step which is step two is to answer qualifying questions.

So we have five qualifying questions and they are listed on the site here and again I'll show you what it looks like in the actual form when I log into MIMS. But depending on how you answer these five qualifying questions, the answers to these questions will determine the formula for the measure. So if you are submitting an eCQM for example, which is bullet number four here, you'll get eCQM specific questions on your form. And if you're not submitting an eCQM, then you won't see any eCQM related questions on your form.

So there is some logic built into the form based on your submission type. And again for measures that already existed, this submission type is carried over in the new system. So here are just some form features, I have gone through this the last couple times we've presented on MIMS during the workshop in the May webinar so I'll just briefly go through them again. We have intent to submit section now, so in the form you'll see and I'll show you again. You'll see sections that are specific to your intent to submit only and so those sections will be required. For intent to submit you'll have to complete those sections before you get the option to submit your intent to submit.

We also have progress bar for each section. So you'll know if the section is completed or you filled out is fully complete or not or if it needs more work or if you missed a question for example. So that is a new feature to the forum. We've also given you the ability to format text, to upload graphic, insert tables and spell check.

You can also change the form type. This is mostly for new measures. If you have measures that are coming back from an interview, we would recommend you reaching out to us first before going through the change form type. But for new measures if you start a new submission and you decided that you want to change the answer to one of the qualifying questions that you submitted in the second step of creating the new measure, you have the option to change the form type.

And it would carry over if you've already started adding in information into your submission, it would carry that information over into the new form type that you're changing to. You can also sign now your Steward or and/or developer organizations and their primary contact. So before this was a free text field but now we've given you dropdown options to assign, so that its universal across all of your measures.

And with that you can assign your primary contact so that we ensure NQF is reaching out to the correct contact on your team. We also have given you the ability to manage your access so you can add your team members, to add your measures and provide them access. If you have a new team member joining and you want to give them access to some of your submissions, they'd be able to create an account and you yourself would be able to add this new team member to your submission so that they have access.

You can also request assistance which we have seen some of you do already in the last couple of weeks, which we're really glad that you're using that option within the system. There are two-- there are actually three main types of requests for assistance. There's submission assistance, questionable assistance and general assistance. And then during the screen share which I'll start in just a moment, we're going to go through the options menu that you have within your submission. So with that, I'll go ahead and start sharing my screen. And for today, I'm logged in as a major developer. It's just a test account, so you'll see a lot of test data in here and that is intentional. So this is what it looks like when you first log in, this is the dashboard here.

And you'll notice we've given you some resources and we've also given you this link here to create a new measure. You can create a new measure clicking this link, you can use this button here which you'll see at most of the different navigation pane or menu options you'll see this option to create a measure. So I'm going to first go through creating new measure and going through the qualifying questions and then after that I'll show you how to access your submissions that have been migrated over. So I'm going to click on Create a measure here.

And again as I mentioned before, you're going to get a welcome pop-up that'll give you some basic instructions. But as I mentioned before, you're able to select the topic area as well as the cycle and it does just give you a reminder here that we may reassign your measure after our internal pricing session following intent to submit. So I'm going to go through, I'm going to choose my topic area and I'll choose my cycle. I'm going to click next, and then it's going to bring me to the five qualifying questions I reviewed on the slides.

So the first one is, are you submitting a composite, a single measure or peer group measure? And there is this handy tool kit here that you can select just if you need more information. But I'm just going to select single measure then you can select a measure type. This is the second qualifying question, is the measure instrument based or not instrument based? Are submitting for trial use or full endorsement?

And then on the next page is going to be a disqualifying question and is this measure insecure. And actually I'll go ahead and let eCQM and select Next. And then it's going to ask you to confirm that the choices you selected are what you're intending to submit. And right now it's thinking it's going to create a form based on the answers that you submitted for your qualifying questions.

So this is the Forum here and again which I've mentioned in previous webinars but you see a lot of your measures and submission details just at the top right here. In this submission type right here, we've provided the answers to the qualifying questions that you provided and this is just a good way to make sure that you have the correct form type that you're intending to submit for the measure that you're intending to submit.

Another cool feature about the measures or mission details is, if you've submitted or are submitting a measure to a topic area that's upcoming, the one that already has a timeline put in by the project team, you can review the project timeline here. And so you'll see intent to submit. And this is just a sample timeline here, so this isn't actually what the timeline is for the fall 2021 cycle but you'll see intent to submit is August 2nd. This is the date range of when SMP overview, here's the save for SMP review meeting and then the full submission deadline. And you'll see the rest of our CDP steps here as well as the date ranges for those different steps.

I was just going to call, you can see where your projects or what you can expect in the coming months for the CDP. And then another thing that is a great feature within the form is the status history here. So every time you update your submission status or and your staff, update your submission status. It's going to record the history of your submission and you can see the submission's date of history here.

So as your measure moves through the CDP, the statuses will change here so you can see exactly where your measure is within our process. So this is the form and as you can see on the left hand side, these are the different sections of the form and after measure specifications you'll see there are sections for each of our criteria. So importance to measure and report scientific acceptability, feasibility use, usability and related and competing.

So as you work through the form you'll see you can click through the different sections of the form and you'll just go through answering. And as you start to answer the questions, you're going to notice this progress bar here says 0%, you'll see that it starts to fill itself out. And because this question or this section has only two questions and I've answered both of them, the section is set to complete. One thing I will note is it's really important to save drafts or save your draft fairly constantly as you're working through the form just to ensure that any changes that you make or any additions that you're making are getting saved.

So you can select save draft here and/or save appear, we've given you a couple of places to do so. And if you've reached the bottom of the section and select the next section or you go from up here, it will save your changes as well. The only time where it's not going to save your changes which is why you want to ensure that you're saving job often is if you're selecting measures here and you're making these changes and for some reason you click out, there it's not going to autosave So I would definitely recommend putting save very often.

You will see here this save draft and unlock option, this one's a little bit different. So when you're logged into your form you've basically locked this form so that no one else who has measure or who has access to your measure can make changes to the form. And this is for reverse and control purposes. We wouldn't want to have your team members to be editing question two of this section at the same time.

So we've locked the form and you may notice at another time when you're trying to access your submission and someone else is already in the form and has locked it, you won't be able to actually edit your submission. That option will not be given to you until they save the draft and unlock it. So this here is, let's say you're done for the night and you want to save the draft and tomorrow your teammate is planning to log in first thing in the morning, you definitely want to save drafts and unlock here so you save your changes and then unlock the form so that your team members can access and make edit to the form.

There are some other form features that I can quickly show you. So I'll just choose one of these fields here and provide a brief description of the measures. So it looks like this box here at first and then once I click into it, I got this editor here. And so you can edit text and format it here, you can add a link. And this becomes a clickable link. So when you export your submission, this link actually comes out and you're able to click on it.

You can also change the font color here. And if you've copied and pasted text from a different, like let's say you worked in a Word document and you had different colored text, excuse me, and you want to remove the coloring, you have that option as well. And so you can highlight it and then remove the color. And then you can also bullet or create a numbered list here as well. And you can change the types of numbers and the types of bullets.

You can change the text alignment as well. So let's say I want this one to be sent left or right aligned, you can do that and I'll bring this back over. And then you can also insert a math equation here. And so you have all the different options for your math equations, the different variables and symbols and structures for your math formulas. You also have the option to draw your math equation.

So it's not very easy using a mouse but you're able to do that. And it'll translate it here for you. And then you can also add in a table. And you can edit this table as well. So there are some properties and options here, is you can merge files, you can split them, you can insert more rows or columns. And then I think there's a way to do portraits as well. I think this one here has some border options and background options, we've border style here.

And then we have the Undo and Redo options right here. And I also mentioned that there is spellcheck, so I mean, I want to intentionally spell the word blackwronk and it's going to underline in red. If you hover over, it it's going to give you some options here of how to spell the word or what they think you're trying to spell. So I'll go ahead and save draft. And another thing I want to point out is that each of the sections that are required for intent to submit are marked as required for intent to submit with these two double plus signs, two red double plus sign.

So here's this key right here and you'll see these are the sections that are required for intent to submit. And you'll notice that the Submit button, which is under this section right here, this section here or this button here is going to be grayed out until you've completed all of these required sections. So if you have all of these sections at 100% with the star but there's one that's maybe only 90% filled, this button is going to remain grayed out.

I did create a test measure to show you what it looks like when all of the intent to submit field are filled sold out, so I'll go ahead and navigate to that. I'm going to do so by going to my measures and selecting 36.2 because of my test measure for our webinar today. And I've completed all of my intent to submit sections and I've started my evidence section. So all of these sections, that have the double read plus signs have been filled out and as you can see here the intent to submit button is blue.

So I'm going to pretend I'm submitting this measure for intent to submit and I want to point out first before I do that. The submission status right now is draft intent to submit, so it is your intent to submit, it's a brand new measure that you're working on intent to submit and it's a draft version of that. So when I select intent to submit and then I get this confirmation page here, and just to make sure that this is the measure I'm submitting, the date I'm submitting it to, the project I'm submitting to and then the measure type which again these are the answers that you answer to the five qualifying questions.

And then there's more information here and I'm going to confirm intent to submit. And the system will take a minute to think as it's submitting its information. And once it's been complete, you'll get this green notification here as well as another pop up here. Again it's just going to pull some of the information that we saw previously and it'll give you this option to either continue to view your measure of mission or you can select Done and it's going to take you to your list of measures, the mine measures page. I'm going to select continue because I want to show you how this submission status changed. So I'm going to continue and here now the submission status is now just for submission. So what this means is I submitted my intent to submit and now I'm working on my draft of my full submission.

One thing about submitting for intent to submit is, after you submit intent to submit it's going to lock these sections of the form so that you can't make changes. So any section with the double read plus signs you're not going to be able to make edits to it after intent to submit, you'll only be able to make edits to the other sections that are required for full submission. And if you are going through your submission and realized you made a mistake on one of your intent to submit sections, you can just reach out and get staff. Maybe like submitting a submission assistance request and asking us to reopen the form so that you can go in and make your edits. But you'll only be able to make edits to your intent to submit after you've submitted it if you reach out to NQF staff.

So then you'll be working on the full submission and I'll go ahead and start editing this one again because it's locked right now. I'm going to edit and you'll see at the bottom, this button changed to submit measure. So it actually should be grayed out but because we haven't completed the other form but similar to you intent to submit, it's going to require that all of these sections are completed to 100% before you can submit the measure.

And I do have a test version of the full measure submission as well. So I can go ahead and pull that up. And going to click back out to my measures and this measure here is ready for full submission so I'm going to go in and edit the measure. And you'll notice that the submission status is the draft for submission but I went ahead and I completed all of the sections of the form so they all start out and so I have this option to submit the measure. So I'm going to go ahead and submit the measure.

Oh, this is great. Form requirements are not met. There are a couple of items that are not within these sections here but are required for a full submission. So you will need to see right here these are additional measures the mission requirements and these are required for every submission, you'll need to assign the measure of Stewart organization to developer organization as well as primary contacts of both. And if you have a paired or grouped measure or a composite measure you're going to see an additional menu item here or a requirement here that's going to ask you to select the measures that are paired or grouped with this measure or the component measures of your composite measure.

So you'll see that here. But because this is a process measure and it's a single measure, we're not seeing that the submission requirement here. But I'm going to go ahead and assign my measure Stewart organization and developer organization. I'm just going to select one from the list. And if you're seeing that your organization is not listed here, we would definitely recommend you request a submission assistance or request for assistance and let us know that we can add your organization, so you can include it in your measure of submission.

So I'm going to add the Stewart organization and I'm going to add the developer organization. I'm just going to click to random one And then you'll also need to select Stewart primary contact as well as developer primary contact. So I'm going to add a user, I'll go ahead and add myself and you can select the access type and it'll repopulate these user options here depending on what you choose. The developers, they can invite, assign other developers, editors, reviewers or read only users and you have access to edit the measure and comment as well as receive email or other communication from and to us on this measure. Same thing with editor, it's going to describe to you what it can do and all the other different access types. But I'm going to developer here and I'm going to say that I am the primary contact for the Stewart organization and then I'll go ahead and add.

Alternatively, if you're adding a team member and they're not the primary contact but they are to be included in other types of communication regarding the measure, then you can flip this regular non-primary contact option here. So I'll go ahead and add. And then from here, I can also add my developer organization primary contact. So I'm going to add Katy as a developer and I will select her as the developer primary contact. And add, OK. So now I can see these four are completed and I'm going to go back to my submission and scroll to the bottom and then submit the measure. Again it's going to give me this confirmation of, are you sure you want to submit this measure? This is the information that you provided us. And I'm going to confirm. And after it submits, it's going to give me the submission complete confirmation.

So I'm going to continue again so that I stay within the submission. And as you can see this submission status is now submitted. And you'll also notice that the Edit button here is gone and that is intentional on the measures locked based on the status of the submission. So after you submit the measure for full submission, you're unable to make any changes to your submission unless NQF staff again reopens the measure for you or if they're going through completeness track and one of the questions, your answer is unclear or they need more clarification, they'll mark it as needing updates for that specific question and in that instance you'll be able to edit your question. But we have another webinar in August and that's closer to your intent to submit, so we'll go through your completeness checks at that time.

So I have fully submitted my measure, it's going to start going through the process and if it gets assigned to the SMP there will be a way for you to see that it is deemed a complex measure and has been reviewed by SMP. Otherwise you'll see that it's being reviewed by NQF staff and all of that will be updated in the submission side of history here. So yeah, as I mentioned before, this submission status history is here for this commission, it started as a draft intent to submit that much of a submission and then was submitted. So again as it moves through the CDP, you'll see the status of get updated here. And you can view the history of that here.

I would encourage you, if you have questions to submit a request for assistance within the system. Of course we still will be checking out in our project inboxes so you can still reach us that way but RFAs or request for assistance. We call them RFAs internally but you can submit them through the system and it is a quick way for you to ask a question and receive assistance from NQF staff. It also tracks it in the place that's not just our outlook inboxes so it essentially tracks within the system. But if you have any questions about your submission, you can request commission assistance here and you would just submit the title and then the question or issue here and you have some instructions here as well. So this would be called the submission level assistance or request for assistance. I did mention that I think that there were three major types of requests for assistance, so this is one of them.

The other one is a question level assistance, requests for assistance which I can't do here because I've already submitted the measure but if I go back to this text measure here that we created together, you'll see each question has the opportunity to request NQF assistance. So you could do it this way. and you can submit your question or issue. And then the third type is under this, my request for assistance which I do want to show you here.

So here you can submit a request for assistance. This is like just a general, I have a question about MIMS, I don't know how to do something within MIMS. Type the question, and you can just input the title as well as the question issue. If you do decide it's related to a project you can change that here. So you can just select the project in the cycle and if it is pertaining to a specific measure or measures, you can select that here.

And we would recommend you check your my requests for assistance menu often if you've submitted an RFA because this is where you're going to see our replies from NQF staff. This is just a test one here but if you search RFA ID, it's going to pull up the requests for assistance that you submitted and then what NQF replies you'll see some replies here, and we can go back and forth within this. I mean, you would see the correspondence here. One other thing I wanted to touch on is maintenance measure. So I went through how to create a new measure and the different form features.

Then the form features are available as well for measures that migrated over and that will be going through maintenance of endorsement review and so I added myself or my test account to an actual measure that was migrated from our old system here. So I'll click into this one just to show you. And this measure here has a submission for fall 2021 which is the upcoming cycle. And so here I have the option to edit my submission and when I edit my submission, it's going to pull up a form. It's going to put the new form within MIMS So it'll be eligible. And this all looks very familiar, we've gone through this. All of the different sections here.

So you could definitely click through these to start making edits for your maintenance submission. And we did migrate that data over from the old system or the previous system. So the measure title got pulled in to hear, the description and all of these here. The one thing I will note though, is that because in our old system we had attachments for evidence and testing, that information did not get migrated over, so for the first time in MIMS and you're submitting a maintenance submission you'd have to fill out the evidence and testing sections. But all the other sections of the forms of specifications is what we're looking at here. All the other sections have the information migrated over. A couple of other things I wanted to note was the Option menu. I'm sorry. I'm saying that I might be having some connection issues.

We can still hear you.

I'm not sure if you can still. OK. But you can't see the screen?

We can still see the screen.

OK, great. Is my mouse moving ?

Oh no, it's not.

Yeah, OK. I'm seeing some connection issues. Sorry about that. OK. How about now? Can you see my mouse now?

Yes, now it seems to be working.

OK. Thank you. So one other tool I wanted to show you really quick was this Options menu here. So in the Options menu you have a lot of options. You can preview your submission, you can export your submission. So exporting the submission would-- it's basically just question and answer so it would export SPO1 this provide measure title. It would export this question here and then whatever you answered. And that would export into a Word document. And then you can also export your empty form which I'll go through as when we go through some of our resources but these are also available on our website now.

You can download measure information. So this is what we used to call the measure information form or the MIS, the MIS. This is really mostly for the staff and for the committee we use this information to create our measure worksheets but you also have the ability to download measure information. It kind of just puts your submission into less of a question and answer format and more of a digestible, understandable format for the committee.

And then some other things is you can view attachments. I didn't attach any attachments to our test emissions but let's say you did submit or you attached an attachment to one of the questions on appendix for example or for eCQMs may require like an HQMS attachment. If you attach any attachments within the form or any questions, you could view all of those attachments here. And additionally, if there are any submission attachments, so let's say you wanted to attach some email correspondence about your submission just to document it within the submission and you attached that email correspondence to the submission, you'd be able to view that under measure and submission attachments. And everything here, so this was a measure that was migrated from our old system, you'll see that we migrated the MIS that was the major information form as well as evidence and testing attachments from our old form.

So this doesn't apply to new measures that we create in MIMS but it does apply to all of the other measures that have been migrated over from our old system. And then you can download all attachments as well. And then another feature is modification history. So if you go here, you can see all the changes that were made to the form and if made them in one. So if you clicked View here you could see the last change that was made to this question. And then some other submission tools is manage. So the measure Stewart organization and developer organization, these are the same menus as here. So if you wanted to edit the measure Stewart or the developer org you could do, so you can access it from here as well.

The other thing is managing measure access. So as I mentioned before, you're actually able to manage all of the users on your measure or your submission and so this is where you would go to do so. You can add users, you can delete them. Let's say MOV left the organization, you could remove access from them depending on your access type. Only developers will have the option to do this. And by developer I mean the developer access type not what you do for your job like developing measures. So your developers would be able to invite and assign and other users to the measure. The editors can only invite and assign and then read only and reviewers, they wouldn't have the option to remove any users or add any users.

And then the last measure submission tool is the change form type so I did mention this before and I actually, I won't do it in this measure let me do it in a test to measure, this one here. Actually one that I haven't already submitted, I think the intent to submit one would be a better example. So 3642, you have the option to change the form type here.

So and if you select this, it's going to give you this prompt that some of your responses might be lost depending on the new form that you create. And so we would recommend downloading an offline version of your current form just so that you don't lose any information. But then you can confirm and you will go through answering the qualifying questions again. So let's say, Oh, I actually submitted this as a single measure but I meant to do as a paired or grouped measure. I can start paired group measure here. And then let's say all the other answers remain the same, I would just go through that. This one is [INAUDIBLE]. And so I would go ahead and submit.

And it's going to take a while since our form is very large. Right now what it's doing is it's creating a new form for this specific submission. Oh I actually saw an error message that went away really fast. But what it would be doing right now is creating a new form based on the qualifying questions and it's going to migrate over any of the data that you input into the original submission and it's going to put it into this new form that it's creating for you.

But it does take a while since the form is very large and it holds a lot of data, so it takes a minute to create the new form. But once it went through or once it goes through and is able to, you would see an update to the submission type here and then you probably see some new questions in the form. But things like the measure title that would all be carried over since that question is consistent across all form type. So anything that is the same question across all form types and you submitted information for, that information would be carried over into the change form type.

And then really the last thing that I want to show is requesting deferrals or requesting to withdraw your measure within MIMS. So you now have the option to do all of that within the system and we would definitely recommend doing that so that the system can record the history for us. And so let's say I'm going into my maintenance measure here and you know it's due in the fall 2021 for maintenance but I can't, I'm having data access problems so I'm not ready to submit this.

I would select my submission here and I could request a deferral here. Or let's say this measure is not being used as we had hoped it would be in any program so it's not going to pass maintenance of endorsement, so I just want to withdraw the measure altogether. You can also do that here. So requesting deferral, you'd have to provide a reason and you could confirm. And it's going to ask you if you want to request a deferral.

We are only allowing one cycle of deferrals within the system at this point. So if you are deferring from fall 2021 because you're not ready, after NQF staff approved your deferral request, it would automatically move the measure into the spring of 2022 cycle since that's the next cycle. And then if at that point for spring 2022 you decide that, I need more time then you can request another deferral at that time to move it to the following cycle, which would fall of 2022.

So I'm not actually going to submit this deferral since it's a deferral request and this is a real measure. But that is basically the main form tools that I wanted to show you today. So I'll go ahead and switch back to the slide. And see, maybe I'll open it up for questions first before we move on to some of our resources that are coming up. Have you received any questions in the chat? Or if you're comfortable just taking yourself off of mute and asking questions, definitely feel free to do so but the floor is open to you all.

All right so I'm-- Oh I'm see one came in to the chat. Could you explain the copy measure function? I have several maintenance measures that are similar. That's a great question and I do want to check and see with our team to see if the copy measure function is available for maintenance measures or if it's only available for doing measures for developers. I know that staff have the ability to make copies of all measures.

Hi Hannah. The intent is to take an existing measure and copy it for use of a potential new measure. So I'm not sure if that answers your question Collette but I think in most cases developers who may use this function will have an existing measure or maintenance measure and they're thinking of developing a new measure that's pretty similar and they want to use the existing measure as a starting point. That's the scenario, I could see that's happening the most often at this time anyways. Thanks Katy.

We have another question about annual update, so is the submission process for annual update different in this system? That's a great question and I'm wondering if I can show you. I don't know whether I have an example actually that's ready. But basically you would navigate to my measures and to access your annual updates and you would see-- yeah I don't have an example here. Maybe I can show you in the staff account. Let me try and pull that up really quick.

And while you're doing that Hannah that's something we could also add to our August webinar agenda. Maybe walking through what that looks like. We'll have examples ready to go.

OK. Yeah that's a great idea. I think I am-- OK. So I'll bring this thing here's. So I can't think of an annual update off the top of my head but this view is going to be a little different because this is my view, I thank your staff but while I pull up the measure you would actually just go to my measures and select the measure. And then under the measure details you would see the list of submissions and you'll see the submission type as annual update and then the status of annual update opened. And then you would be able to access the submission the same way as you would a maintenance submission or a new submission. So you would just select these three dots here and you can edit the submission and it'll pull out the form for you and the questions that are asked within our annual update form.

So it looks very similar, but it's just like a truncated form with just the questions that are required for the annual update. And similarly as you fill out the sections of progress bar as well, complete and then once they're all complete you can see that free annual update. Any other questions? And I see another one from Hannah Klein. Hannah if you have a specific measure that you're referring to if you could submit that, submit a request for assistance for that measure. We can look into it and help you through the system. Or if it's easier for you, you can also do it via email but the system is kind of cool because it'll chuck it, our correspondence within the measure.

All righty, if there aren't any other questions, I'm going to go ahead and move on since we're running low on time here. But if you have any other questions that come up, definitely feel free to reach out to us via email or submit a request for assistance and we're happy to get back to you. So we have some upcoming measure developer webinars. We have one in August, on August 19 from 1:00 to 2:00 PM and then for October 21 from 1:00 to 2:00 PM. The topic is still being finalized but we think that the August 19th webinar will be going through some other MIMS related items. So stay tuned for the topic for that webinar. And then we also have some measure developer resources. So we welcome you to see if there are submitting standards web page. On that page we have to measure evaluation criteria and guidance. This is what the committee and your staff uses to evaluate measure submissions.

And then we also have the measure developer guidebook which goes through our process and some of the applications that we have for our developers. And then these MIMS resources, these are actually new to our website. So we definitely welcome you to access these. We have printable versions of the new MIMS measure submission form. And so there are three major ones, there's the quality measure form, composite measure form and then the cost and resource use measure form. And I will just note that the forms that we have online these are the full forms, so every question that we have within these different forms is going to be in this export.

But as I mentioned before, when you're going through and creating your new submission, if you select you know that your measure is instrument based, then you will see the instrument based questions in that form. But if it's not instrument based, you won't see those questions in your MIMS form. But in these already measure form or these principle versions of the MIMS measure submission forms, you're going to see those instrument based questions. Same thing for composite and same thing for cost and resources form. So we're just giving you every question that's within the form.

And then we also have a MIMS frequently asked questions. It's just a couple of pages long but you can access that as well and our submitting standards web page. These are frequently asked questions and so we thought that they'd be useful for you whatever have access to. And if there's anything else that is unclear then definitely feel free to reach out to us with any of your questions. And then in May we went through just like the very high level introduction of MIMS we gave our first preview, our first look of the new system and so we provided the recording and transcript of that developer webinar on our website as well. And so feel free to access that on the website. And then just some tips and reminders for you all, again, please refer to the NQF submitting standards Web Page, we have a lot of information there. And we also encourage you to attend our by-monthly measure developer webinars.

Again, we listed the upcoming two that are happening in the near future in August and October but they do happen on a monthly basis. And they are listed on our NQF calendar as well, so you can find the dates and times for the measure developer webinars. And if you have any questions, we welcome you to reach out to us at measuremaintenanceequalityform.org and we can help you with any general incase if you have any questions related to the CDP, the measure evaluation criteria, we can also provide technical assistance.

And we can also connect you with project teams if your question is more content specific to the project team. And then we would encourage you to check your MIMS dashboard regularly. Definitely just make sure that the Steward and developer org and contacts are correctly listed so we can reach out to you if we have any questions and ensure we're reaching out to the correct people.

And then related to measure submissions we encourage you to seek technical assistance from us early and often. Our deadlines are fairly firm. And so the earlier you request assistance the more time we have to assist you. And that is all I have for today. Any other closing remarks? Thank you everyone for joining us. But I'll check in with Katy and see if there's anything else she wanted to add.

Thank you Hannah. Just a big thank you to all of our participants today and just emphasizing that you are most welcome to reach out to us if you do have any questions or having any issues with MIMS, we are here to help you with that. And with that I think we can go ahead and close and I hope you all have a great afternoon.

Thanks Katie

Thank you everyone.