

## Important PBJ Action Items

### **Step 1: Registration (began August 4<sup>th</sup>):**

#### **Registration Training:**

- PBJ Training Modules for an introduction to the PBJ system and step by step registration instruction are available on QTSO e-University, select the PBJ option. (<https://www.qtso.com/webex/qiesclasses.php>)

#### **Registration:**

- Obtain a CMSNet User ID for PBJ Individual, Corporate and Third Party users, if you don't already have one for other QIES applications. (<https://www.qtso.com/cmsnet.html>)
- Obtain a PBJ QIES Provider ID for CASPER Reporting and PBJ system access. Registration will be available beginning Aug. 4<sup>th</sup>. ([https://mds.qiesnet.org/mds\\_home.html](https://mds.qiesnet.org/mds_home.html))
- PBJ Corporate and Third-Parties must use the current form based process to register for a QIES ID. Registration forms are available under the Access Request Information / Forms section on the right side of the page. (<https://www.qtso.com/>)

### **Step 2: Voluntary Data Submission begins October 1<sup>st</sup>:**

#### **Data Submission Training:**

- PBJ Training Modules for the CASPER Reporting and PBJ systems will be available on September 25, 2015, on QTSO e-University, select the PBJ option. (<https://www.qtso.com/webex/qiesclasses.php>)

#### **Data Submission:**

- The CASPER Reporting and PBJ systems will be available on October 1, 2015. A user will be able to submit XML files or manually enter staffing and census data for work performed on or after October 1, 2015. ([https://mds.qiesnet.org/mds\\_home.html](https://mds.qiesnet.org/mds_home.html))

#### **Other Resources:**

- Staffing Data Submission – PBJ Website: <https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/Staffing-Data-Submission-PBJ.html>
- We will communicate information about PBJ through the Skilled Nursing Facilities/Long-Term Care Open Door Forum. More information can be found at [https://www.cms.gov/Outreach-and-Education/Outreach/OpenDoorForums/ODF\\_SNFLTC.html](https://www.cms.gov/Outreach-and-Education/Outreach/OpenDoorForums/ODF_SNFLTC.html).
- Vendors may register for email alerts through our vendor Listserv. This information will be used to contact you with important news, updates, and conference call information (<https://www.qtso.com/vendor/post.php>).