Dear Colleague:

The Joint Commission Department of Quality Measurement is pleased to share information regarding the onboarding process to the Direct Data Submission (DDS) Platform for CY2019 eCQM data submission. Onboarding to the DDS Platform for CY2019 is occurring for all accredited hospitals with eCQM requirements and/or Small, Critical Access, or Specialty hospitals that have elected to submit eCQMs to The Joint Commission.

- Hospitals with an ADC>10 that did not use the DDS Platform for submittal of CY2018 eCQM data will need to be onboarded.
- Small, Critical Access, or Specialty Hospitals that did not use the DDS Platform for submittal of CY2018 eCQM data and elect to submit eCQMs will need to be onboarded.

**Onboarding Process**

1. **Organizations must complete the 2019 Onboarding form**. This online form is web based and available via the web-link that was emailed to the ORYX, Primary Accreditation, and Chief Quality Officers listed in your Joint Commission Connect site. This communication was emailed May 13, 2019. The online form replaces the email process used in prior years and is in addition to the “2019 Measure Selection Form”.

**What information is needed in the 2019 Onboarding form?**

- Hospitals/Healthcare Systems will be asked to identify a Designated Contact that will receive the initial onboarding invitation to access the Platform and sign off on legal documents.
- Hospitals/Healthcare Systems will be asked to select a week between May 20 and December 16, 2019 to receive the invitation to access the Platform and be onboarded.

**NOTE:** Hospitals/Healthcare Systems will directly manage the eCQMs being submitted to The Joint Commission on the DDS Platform. Hospitals/Healthcare Systems no longer need to notify The Joint Commission in advance of eCQM selections, nor will eCQM selections being submitted via the DDS Platform be reflected on the Joint Commission Connect ORYX Measure Selection (OMS) page.

**Who should complete the online form?**

- Hospitals with an Average Daily Census >10 that did not use the DDS Platform for submission of CY2018 eCQM data.
• Hospitals part of a healthcare system, need to verify if your system/corporate contact will be submitting information on your behalf. *(If multiple forms are completed for a single HCO ID#, the last form completed for that HCO ID# will be used. Please coordinate with your staff to determine who is completing this form.)*

• Small Hospitals with an Average Daily Census ≤10, Critical Access Hospitals, and Specialty Hospitals that are electing to submit eCQMs to The Joint Commission.
  - **NOTE:** If you are a Small Hospital with an Average Daily Census ≤10, Critical Access Hospital, or Specialty Hospital that is Self-Reporting eCQMs to make available at the time of survey, you do **NOT** need to complete this form.

2. **Detailed instructions for onboarding**
   Based on the week selected for onboarding, the Designated Contact will receive:

   1. An email communication with detailed instructions to begin your hospital/healthcare system’s onboarding process to The Joint Commission Direct Data Submission Platform.
   2. An email invitation to join the Platform.

3. **2019 Direct Data Submission (DDS) Platform eCQM Worksheet**
   The Joint Commission has created a "2019 Direct Data Submission Platform eCQM Worksheet" containing due dates (milestones) to guide hospitals/healthcare systems to onboard and submit CY2019 eCQM data using DDS Platform. The worksheet is available upon completion of the 2019 Onboarding form that was emailed May 13, 2019. This worksheet is for HCO planning use only and should not be submitted to The Joint Commission.

4. **Hospitals needing assistance**
   - **Hospitals Transitioning to DDS Platform** - For help related to Onboarding/Login Issues, contact HCOoryx@jointcommission.org, in the email subject line include DDS Participant and HCO ID.
   - **Hospitals who have been onboarded to the Platform** - Use the DDS Platform Service Desk, using the "Need Help?" button available on the top right of every screen on the Platform. All DDS Platform users are able to create a Support Ticket.

**Please note:** The deadline for all hospitals submitting CY2019 eCQM data to The Joint Commission is **March 16, 2020, 8 pm CT.**

Thank you