

PAYMENT POLICIES AND PROCEDURES

- **Agreements:** In order for your practice to participate in NACOR Quality Reporting, a NACOR Participation Agreement **and** a Quality Reporting Addendum are required. If your practice did not previously participate in NACOR Quality Reporting, the required contracts and invoice will be emailed to you once your order is processed.
- **Initial Payment:** Your practice will receive an invoice after the order has been processed. for the number of eligible clinicians that you reported on your order form (NOTE: your number of reported eligible clinicians should reflect the number of providers intending to submit data to AQI for the selected service as of the order date). Terms of payment are net 30 days. No data will be accepted by AQI until payment is received.
- **Login information for new participating groups** will be emailed to the practice champion (designated in the NACOR Participation Agreement) once fees are paid.
- **Final Payment:** Beginning in January 2020, ASA will reconcile the number of eligible clinicians paid for in your Initial Payment against actual data submitted by the practice and generate a final reconciliation invoice for any additional providers, if applicable. All payments must be received by March 15, 2020. Refunds will not be issued. Example: If a practice ordered NACOR Quality Reporting services for 10 CRNAs but submitted data for 12 CRNAs, ASA will invoice for the 2 additional CRNAs. If ASA does not receive payment for the 2 additional CRNAs by March 15, 2020, the additional CRNAs' data will not be submitted to CMS.
- **2019 Membership:** Payment is determined by 2019 ASA membership status. Please note the following deadlines:
 - October 1 - deadline to become an ASA member for 2019; practices must supply list of non-members becoming members to ASA membership
 - October 25 - last day to pay ASA dues for 2019 membership
 - October 31 - NACOR registration deadline (Please note: non-members would have to pay the non-member pricing)
- **Locum tenens:** Data submitted for all providers, including locums, temporary staff or part-time staff will be included in the provider count.
- **Additional Information for Group vs. Individual Reporting** --*Group Reporting:* All Eligible Clinicians (ECs) in your group billing must be included in the data submitted to NACOR. *Individual Reporting:* CMS requires every Eligible Clinician (EC) submit a consent form for individual reporting practices. Each EC for which you intend to submit quality data must sign a consent form for 2019. CMS requires this consent be collected annually. Your practice is to keep a copy of the consents in your files for a period of seven years, in case of CMS audit. You will receive a copy of the consent form with your signed agreements or you can locate it on the [AQI website](#).
- **The Opt-In option** is only available to practices which **do not meet all three** of the 2019 MIPS eligibility criteria (bill more than \$90,000 for Part B covered services, see more than 200 Part B patients and provide 200 or more covered professional services to Part B patients).
 - Please check your clinician's [2019 MIPS eligibility](#) to see if your practice meets the criteria to opt in. If your practice is not MIPS eligible but meets one or two of the MIPS criteria and would like to submit 2019 MIPS data for a potential payment adjustment, please select the Opt-In box.
 - **If you choose to Opt-In**, email askaqi@asahq.org to provide the NPIs for those clinicians who will be included.
- **Submission to CMS:** Administrative costs are incurred during the data reporting year for any data files that are processed. Final payment of invoices is required even if data is not submitted to CMS.
- **Questions?** Email askaqi@asahq.org