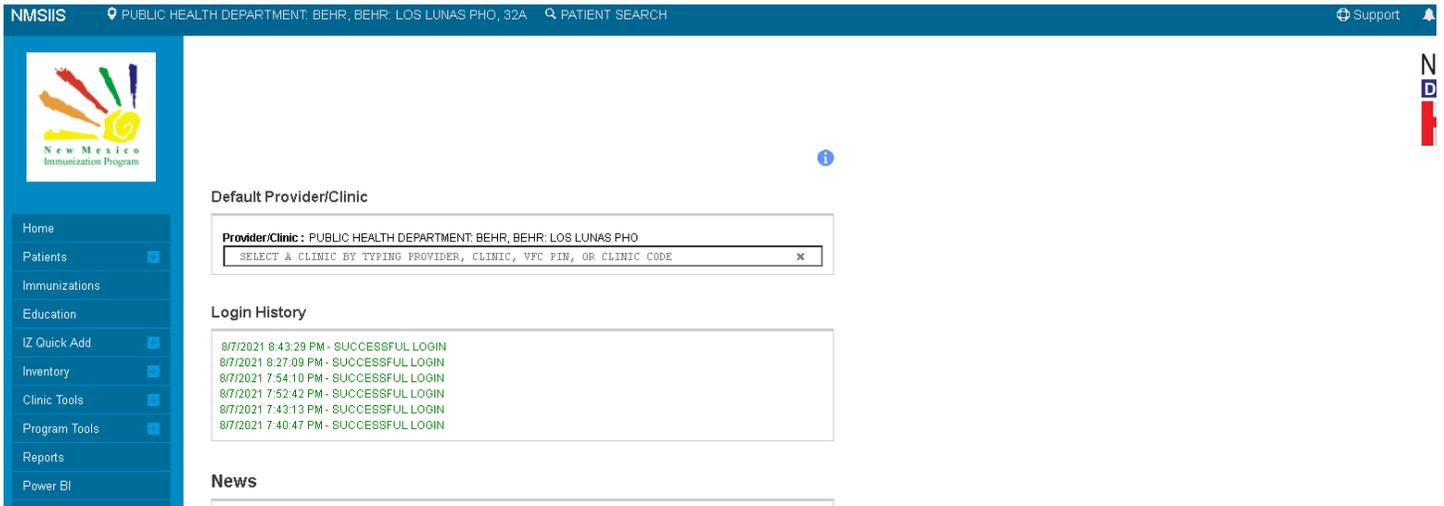


NMSIIS HEDIS Report Quick Reference Guide

1. Log into NMSIIS

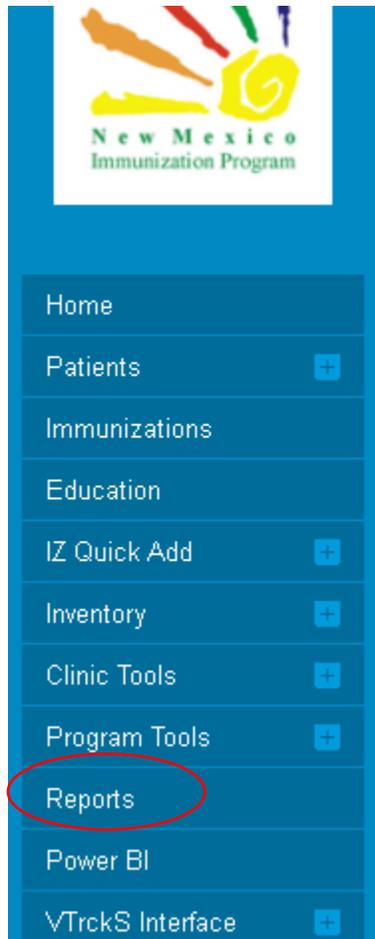


The screenshot shows the NMSIIS application interface. At the top, there is a blue header bar with the text "NMSIIS" on the left, a location indicator "PUBLIC HEALTH DEPARTMENT, BEHR, BEHR: LOS LUNAS PHO, 32A", a search icon, and the text "PATIENT SEARCH". On the right side of the header, there is a "Support" link and a notification bell icon. Below the header, on the left, is a vertical blue sidebar menu with the "New Mexico Immunization Program" logo at the top. The menu items are: Home, Patients (with a plus icon), Immunizations, Education, IZ Quick Add (with a plus icon), Inventory (with a plus icon), Clinic Tools (with a plus icon), Program Tools (with a plus icon), Reports, and Power BI. The main content area on the right has a white background. At the top right of this area is the "ND" logo. Below the logo is a section titled "Default Provider/Clinic" with a dropdown menu showing "Provider/Clinic: PUBLIC HEALTH DEPARTMENT, BEHR, BEHR: LOS LUNAS PHO" and a search prompt "SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE". Below this is a "Login History" section with a table of login events:

Timestamp	Status
8/7/2021 8:43:29 PM	SUCCESSFUL LOGIN
8/7/2021 8:27:09 PM	SUCCESSFUL LOGIN
8/7/2021 7:54:10 PM	SUCCESSFUL LOGIN
8/7/2021 7:52:42 PM	SUCCESSFUL LOGIN
8/7/2021 7:43:13 PM	SUCCESSFUL LOGIN
8/7/2021 7:40:47 PM	SUCCESSFUL LOGIN

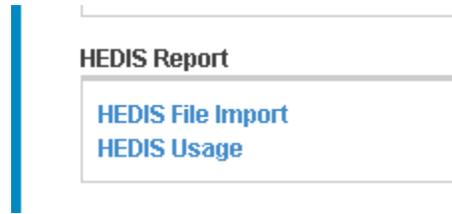
Below the login history is a "News" section which is currently empty.

2. Select Reports from the left-hand menu

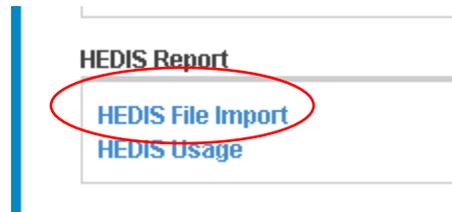


This image is a close-up of the left-hand menu from the NMSIIS application. It features the "New Mexico Immunization Program" logo at the top. Below the logo is a vertical list of menu items: Home, Patients (with a plus icon), Immunizations, Education, IZ Quick Add (with a plus icon), Inventory (with a plus icon), Clinic Tools (with a plus icon), Program Tools (with a plus icon), Reports, Power BI, and VTrckS Interface (with a plus icon). The "Reports" item is circled in red, indicating it is the selected option.

3. Scroll down to the HEDIS report section



4. Select "HEDIS File Import"



5. Click "Add New Upload File"

HEDIS File Import

Enter the selection criteria and click the "Search" button or click the "Add New Upload File" to add new files.

[Add New Upload File](#) 

6. Select "Choose File" and upload your template file that contains your patient roster

Add New Upload File

[Create](#) [Cancel](#)

Provider/Clinic : PUBLIC HEALTH DEPARTMENT: BEHR , BEHR: LOS LUNAS PHO

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE 

Upload File

[Choose File](#) No file chosen

File Description

[Create](#) [Cancel](#)

7. Click "Create"

Add New Upload File

Create Cancel

Provider/Clinic : PUBLIC HEALTH DEPARTMENT: BEHR, BEHR: LOS LUNAS PHO

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE ✕

Upload File

Choose File Upload File No Errors.txt

File Description

Create Cancel

8. Allow the report to run overnight (if uploaded before midnight, results will be available the following day)



9. Log into NMSIIS

NMSIIS PUBLIC HEALTH DEPARTMENT: BEHR, BEHR: LOS LUNAS PHO, 32A PATIENT SEARCH Support

- Home
- Patients
- Immunizations
- Education
- IZ Quick Add
- Inventory
- Clinic Tools
- Program Tools
- Reports
- Power BI

Default Provider/Clinic

Provider/Clinic : PUBLIC HEALTH DEPARTMENT: BEHR, BEHR: LOS LUNAS PHO

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE ✕

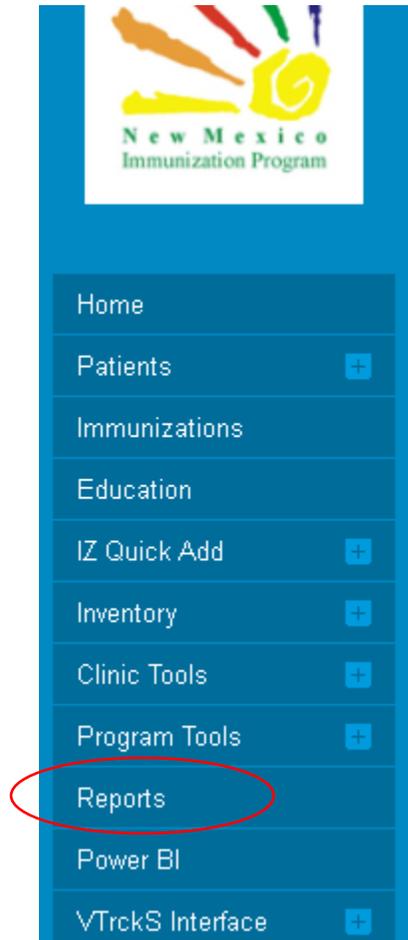
Login History

8/7/2021 8:43:29 PM - SUCCESSFUL LOGIN
8/7/2021 8:27:09 PM - SUCCESSFUL LOGIN
8/7/2021 7:54:10 PM - SUCCESSFUL LOGIN
8/7/2021 7:52:42 PM - SUCCESSFUL LOGIN
8/7/2021 7:43:13 PM - SUCCESSFUL LOGIN
8/7/2021 7:40:47 PM - SUCCESSFUL LOGIN

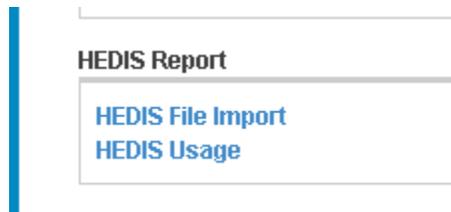
News

N
D

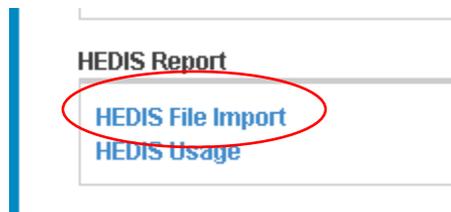
10. Select Reports from the left-hand menu



11. Scroll down to the HEDIS report section



12. Select "HEDIS File Import"



13. Enter the previous day's dates in the "File Upload Date Section"

File Uploaded Date Range

From: Through:

14. Click Search

View

Provider/Clinic : PUBLIC HEALTH DEPARTMENT: BEHR , BEHR: LOS LUNAS PHO

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE

File Uploaded Date Range From: Through: **File Processed Date Range** From: Through:

Status: (ALL) Show only files with errors

Previous Criteria

15. The results of the report will show in list form. It will show the date uploaded, the date processed, the number of files uploaded, and the number of any errors that resulted from the upload

Uploads

Provider	Clinic	File Description	Filename	Date/Time Uploaded	Date/Time Processed	# Records Processed	# Errors Encountered	
PRESBYTERIAN HEALTH PLAN	PHP		PHP_QUALITY_ELG_07AUG2021_1.bt	8/7/2021 8:43:15 AM	8/7/2021 8:16:41 PM	49998	0	<input type="button" value="View"/>

16. Click "View" on the file you'd like to review

Uploads

Provider	Clinic	File Description	Filename	Date/Time Uploaded	Date/Time Processed	# Records Processed	# Errors Encountered	
PRESBYTERIAN HEALTH PLAN	PHP		PHP_QUALITY_ELG_07AUG2021_1.bt	8/7/2021 8:43:15 AM	8/7/2021 8:16:41 PM	49998	0	<input type="button" value="View"/>

17. Click "View" next to the "Processed File Name"

Edit Upload File

[Cancel](#)

Provider/Clinic : PRESBYTERIAN HEALTH PLAN , PRESBYTERIAN HEALTH PLAN

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE

File Name
 [View \(49998\)](#)

Processed File Name
 [View](#) [View Error Messages \(0\)](#)

File Description

[Cancel](#)

18. Open the .txt file to view and analyze results

NMSIIS PUBLIC HEALTH DEPARTMENT: BEHR, BEHR: LOS LUNAS PHO, 32A PATIENT SEARCH



- Home
- Patients +
- Immunizations
- Education
- IZ Quick Add +
- Inventory +
- Clinic Tools +
- Program Tools +
- Reports
- Power BI
- VTrckS Interface +
- Administration +
- HL7 Management +

App Version 21.6.0.0
Recommender Version 1.6.8.0
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Envision Technology Partners Inc.
[Third Party Notices](#)

HEDIS Upload File

Click on the "Update" button to save the file or "Cancel" to return to the previous page. i

Edit Upload File

[Cancel](#)

Provider/Clinic : PRESBYTERIAN HEALTH PLAN , PRESBYTERIAN HEALTH PLAN

SELECT A CLINIC BY TYPING PROVIDER, CLINIC, VFC PIN, OR CLINIC CODE

File Name
 [View \(49998\)](#)

Processed File Name
 [View](#) [View Error Messages \(0\)](#)

File Description

[Cancel](#)

https://nmsiis.health.state.nm.us/webbiznet_nm/WebCode/Default.aspx

 PHP_QUALITY_ELG_...bt ^