

PBJ Login and Facility Information Verification

Training Outline: Module 5

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CMS Website

The CMS website contains the PBJ technical data specifications required for PBJ XML submissions.

To access the CMS website, enter <http://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/Staffing-Data-Submission-PBJ.html> in your browser.

Bookmark this website for future use.

QTSO Website

The QTSO website contains the technical user guides and other important technical information that you will use for the CMSNet and QIES User ID Registration.

To access the QTSO website, enter <https://www.qtso.com> in your browser.

Bookmark this website for future use.

Important Tips

The PBJ submission process should not be attempted if any of the steps below are not complete.

To connect to the CMS Network and access the CASPER Reporting and PBJ systems, ensure that you have a CMSNet User ID and password and the Juniper software is correctly installed on your PC.

To successfully login to the CASPER Reporting and PBJ systems you must have registered for and activated your QIES User ID.

PBJ Login

To log into the PBJ system, select the PBJ Submissions link. The QIES National System Login page now displays.

Enter your QIES User ID in the User ID field.

Enter the password for your QIES User ID.

Select the Login button and the U.S. Government-Authorized Use Only pop-up window is presented. Review the contents of the window.

Select the OK button. The PBJ Home page is presented.

Facility Information Verification

Under the Updates and Alerts section you will see the Facility State, Facility ID and Facility Name that your QIES User ID is associated with.

If you are a PBJ Corporate or Third Party Service Bureau and your User ID is associated to multiple Facilities, select the drop down list to view all Facilities.

If you see an issue with your Facility information you will need to contact your state MDS/ASPEN Coordinator for any necessary updates.

QTSO Help Desk Support

If you require assistance with the PBJ submission system, contact the QTSO Help Desk by:

Phone at (800) 339-9313

E-mail at help@qtso.com