



Centers for Medicare & Medicaid Services

Internet Quality Improvement & Evaluation System (iQIES)

Survey and Certification (S&C)

**State Configuration Administrator: Regulation
Set Manager, Dictionaries, and Provider Type
Maintenance**

User Manual

Version 1.0

October 15, 2026

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1. Introduction

This manual explains how State Configuration Administrators use Dictionaries, Regulation Set Manager, and Provider Type Maintenance in iQIES.

For information on other modules, review the [Reference & Manuals](#) on QTSO.

Note: The information displayed in the modules is determined by the selected state.

Important Note: This manual provides technical instruction on system functionality and does not replace CMS policy. Refer to official CMS guidance for policy requirements.

1.1 Getting Started in S&C – Important Information to Know

Review the following important information before using iQIES.

- Log in to iQIES at <https://iqies.cms.gov/> with Health Care Quality Information Systems (HCQIS) Access Roles and Profile ([HARP](#)) login credentials. Review the [iQIES Onboarding Guide](#) for further information, if necessary.
- All screenshots included in this manual contain only test data. Current iQIES screens may differ from the screenshots in the manual.
- Screenshots are dependent on user role and may not be an exact representation.
- Words highlighted in blue are clickable links.
- A red asterisk (*) indicates a required field.
- Blank fields may have a limited number of characters allowed in that field. If so, the character limit is shown on the bottom left. The blank fields may also be expanded. Drag the resize handle in the lower-right corner to enlarge the field. See *Figure 1, Expandable Field*.

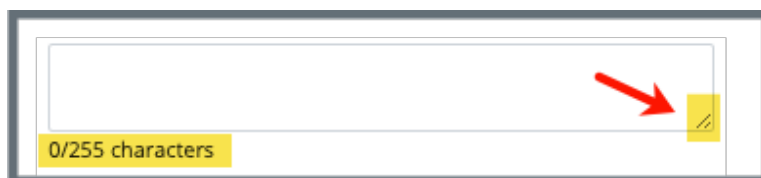


Figure 1: Expandable Field

- iQIES times out after 30 minutes of nonuse and reverts to the login page.
 - iQIES remains up and active as long as it is in use.
 - iQIES gives a five-minute warning before timing out.
 - The session resumes at the last accessed page after reauthentication.
 - Be sure to save data regularly. Pages that require saving are noted in this document, and have a **Save** button on the page.
- iQIES uses a smart search. Type at least three letters or digits to display matching results. Enter additional characters to narrow the results, then select the applicable result.
- Review any notification banners. Some banners may have links to review further information; others may be a reminder of a task that must be completed. See *Figure 2, Notification Banner* and *Table 1, Notification Banner Color Descriptions*. These banners can be closed at any time.

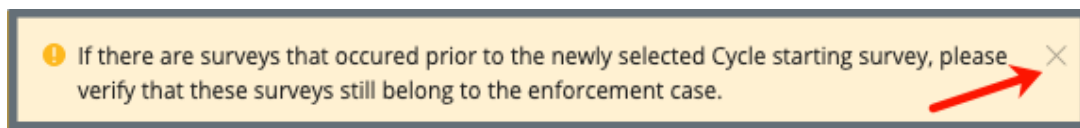


Figure 2: Notification Banner

Table 1: Notification Banner Color Descriptions

Notification Banner Color	Reason
Green	Action was successful
Blue	Informational only
Yellow	Warning. Review for information.
Red	Stop and review. The banner explains the actions that must be taken.

- Review any tooltips for additional information to perform an action. Hover over the **i** icon to see the tip. Tooltips provide additional information in iQIES. Look for the information icon. See *Figure 3, Tooltip Icon*.

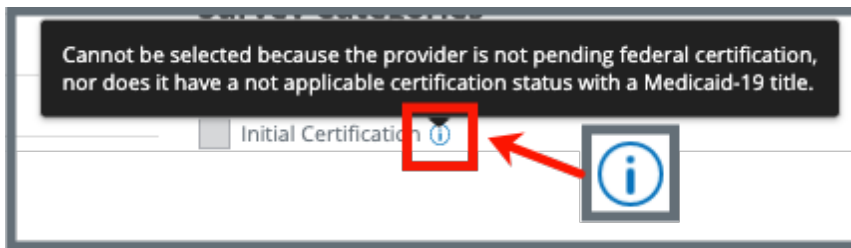


Figure 3: Tooltip Icon

- Below are the supported browsers for access to iQIES. Be sure to keep your browser updated.

[Chrome](#)

[Edge](#)

1.2 iQIES Service Center

The iQIES Service Center supports users working within the various iQIES components: S&C, Patient Assessment, and Reporting.

Assistance Accessing iQIES: Contact the iQIES SO for your organization

Technical Support: Contact the iQIES Service Center:

Phone: 888-477-7876 (select Option 1)

Email: iQIES@cms.hhs.gov

Idea Portal: Feedback for future iQIES software development: [CCSQ Support Central](#). Click **Idea Portals**.

More information on iQIES: Refer to the [QIES Technical Support Office](#) (QTSO) and the [Quality, Safety, & Education Portal](#) (QSEP). Logging in to HARP may be required before accessing some documentation in QTSO and QSEP.

iQIES reference materials include:

- Links to Training Videos for facilities
- Assessment Management User Manual
- Quick Reference Guides
- Onboarding Guide
- Managing User Information
- Other helpful iQIES material

iQIES training materials on QSEP include S&C Foundation Series Videos.

1.3 Roles and Permissions

iQIES roles determine the information and actions available to each user. The examples in this manual apply to users with the State Configuration Administrator role.

Permissions are ultimately governed by HARP access privileges. Contact the Security Official (SO) for your organization or the iQIES Service Center for issues relating to access and permissions. Review the [iQIES User Roles Matrix](#) for detailed information on roles.

For additional help, review the iQIES online help <https://iqies.cms.gov/iqies/help> or click the help icon in the upper-right corner of the screen. See *Figure 4, Help Icon*.



Figure 4: Help Icon

2. Dictionaries

Purpose: This section explains how to view and configure **Dictionaries**.

- 2.1 Select **Dictionaries** from the **Administration** top menu in iQIES. See *Figure 5, Dictionaries Selection*. The **Dictionaries** page opens.

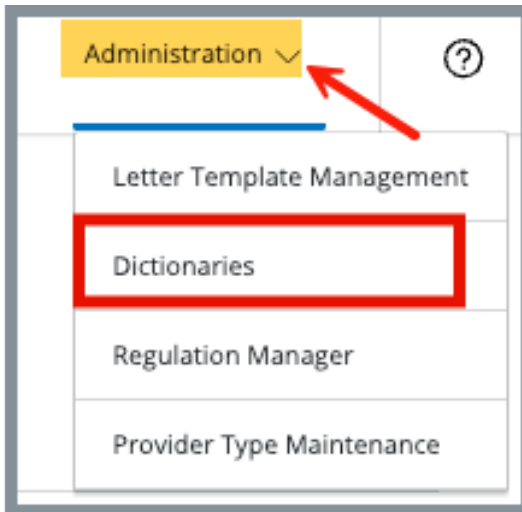


Figure 5: Dictionaries Selection

- 2.2 Select a dictionary on the left menu to get started. See *Figure 6, Dictionary Left Menu*.

Note: The **Provider**, **Survey**, **Intake**, **Enforcement**, and **User Management** sections are collapsed by default. Click the caret next to a section to display its dictionary options.

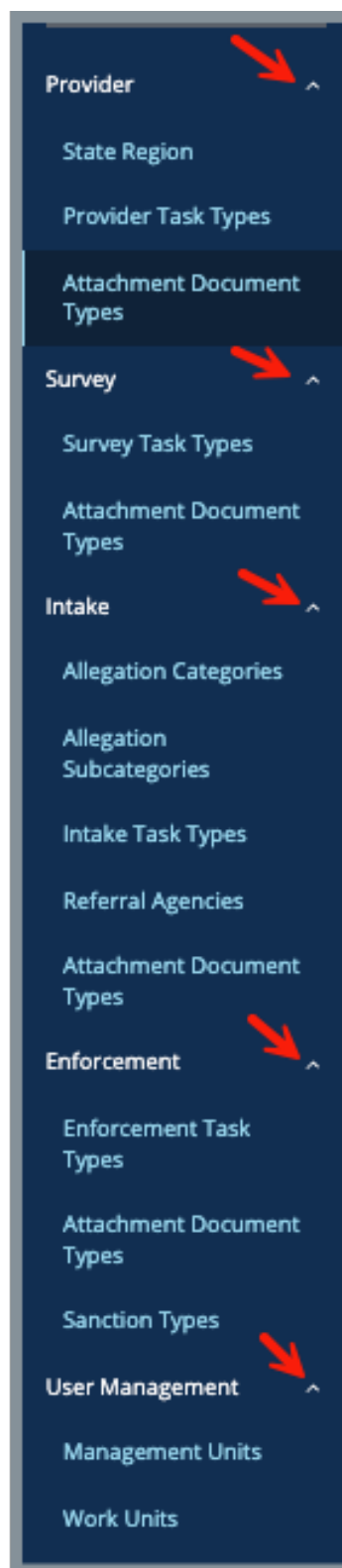


Figure 6: Dictionary Left Menu

- 2.3 Click a dictionary name in the left navigation menu. The selected dictionary opens in the right pane. See *Figure 7, Provider State Region Dictionary* and *Table 2, Provider State Region Dictionary Detailed Callout*.

Note: The information, options, and available actions in the right pane vary based on the item selected in the left navigation menu. The example below is the **Provider State Region**.

State Region Add New

A geographically defined subdivision within a state used by the state survey agency to organize, manage, and assign survey and certification activities for providers and facilities.

Name	Status	Actions
GAINESVILLE	Active	Edit
JACKSONVILLE	Active	Edit
LANTANA	Active	Edit
LAUDERHILL	Active	Edit
MIAMI	Active	Edit
ORLANDO	Active	Edit
PENSACOLA	Active	Edit
ST. PETERSBURG	Active	Edit
TALLAHASSEE	Active	Edit
FT. MYERS	Active	Edit

10 per page Showing 1 - 10 of 46 results

Page 1 of 5

Figure 7: Provider State Region Dictionary

Table 2: Provider State Region Detailed Callout

No.	Name	Description
a	Dictionary Name	Displays the name and description of the selected dictionary
b	Add New	Add a new dictionary entry. Review Add New step below. Note: This button is not available for all dictionaries.
c	Name	Displays the name of each dictionary entry
d	Status	The dictionary status: Active or Inactive Note: Making a dictionary entry Inactive does not remove it from existing records. Records that already use the Inactive value retain that value until it is updated. Inactive dictionary entries are unavailable for selection in new records.
e	Actions	Click Edit to edit the specific dictionary entry. Review Edit step below.
f	[Number] per page	The number of dictionary entries displayed on each page. Options are 10, 20, and 50.
g	Total pages	Displays the current page and the total number of pages. Use the arrows to move between pages.

Add New

1. Click **Add New** at the top of any dictionary page to add a new dictionary entry. See *Figure 8, Add New*.

Notes:

- Not all dictionary pages include the **Add New** button.
- The fields and options in the **Add New** pop-up window vary by dictionary.

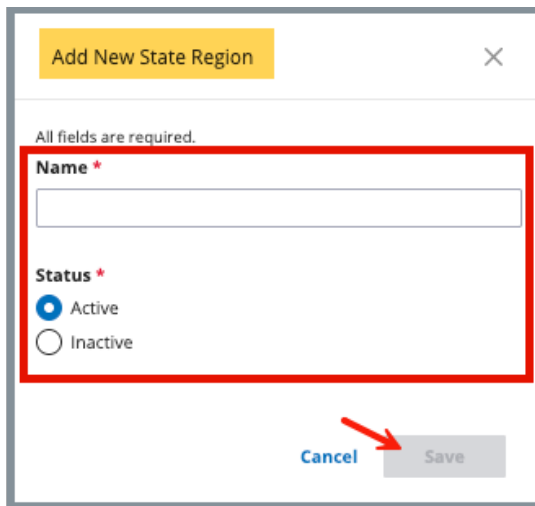


Figure 8: Add New

2. Fill out the information.
3. Click **Save**.

Note: **Save** is disabled until required information is completed.

4. Verify that a green notification banner confirms that the entry was successfully added. See *Figure 9, Green Notification Banner*.

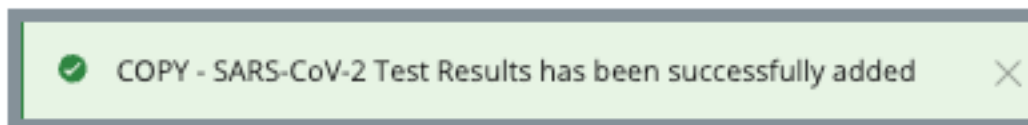


Figure 9: Green Notification Banner

Edit

1. Click **Edit** under the Actions menu to edit any dictionary details. See *Figure 10, Edit*.

Notes:

- All dictionaries can be edited.
- The **Intake Allegation Categories** dictionaries have **View and Edit Provider Subtypes**.
- The fields and options in the **Edit** pop-up window vary by dictionary.

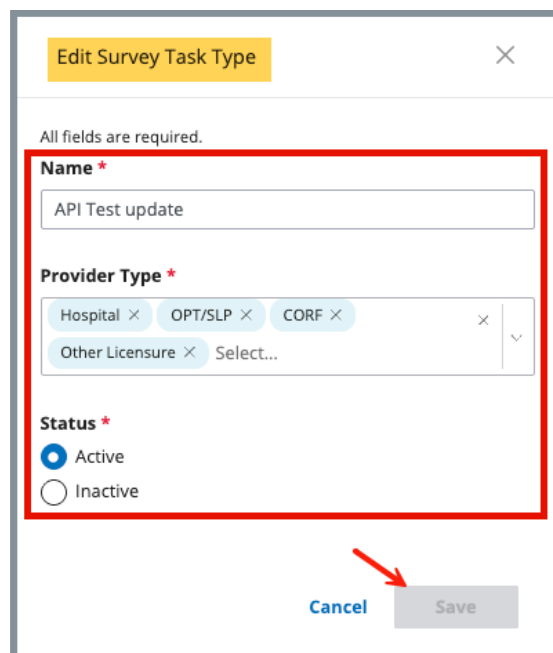


Figure 10: Edit

2. Fill out the information.
3. Click **Save**.

Note: **Save** is disabled until required information is completed.

4. Verify that a green notification banner confirms that the entry was successfully updated. See *Figure 11, Green Notification Banner*.

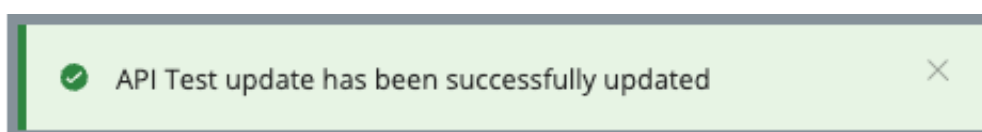


Figure 11: Green Notification Banner

3. Regulation Manager

Purpose: This section explains how to view and manage regulation sets.

Regulation sets are associated with provider records and used during survey and certification activities.

3.1 Open Regulation Set Manager

- 3.1.1 Select **Regulation Manager** from the **Administration** top menu in iQIES. See *Figure 12, Regulation Manager Selection*. The Regulation Manager page opens.

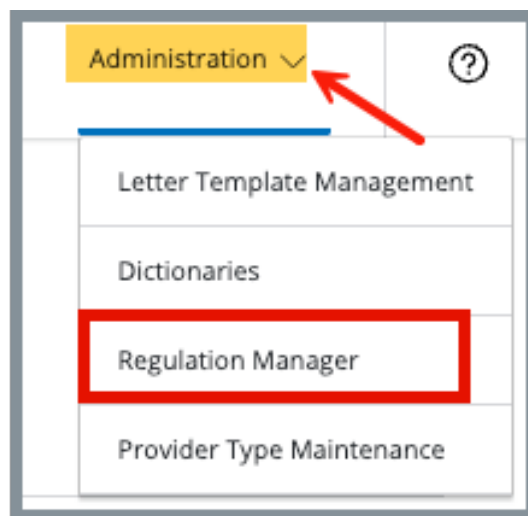


Figure 12: Regulation Manager Selection

- 3.1.2 Search for a regulation set by title. See *Figure 13, Regulation Manager* and *Table 3, Regulation Manager Detailed Callout*.

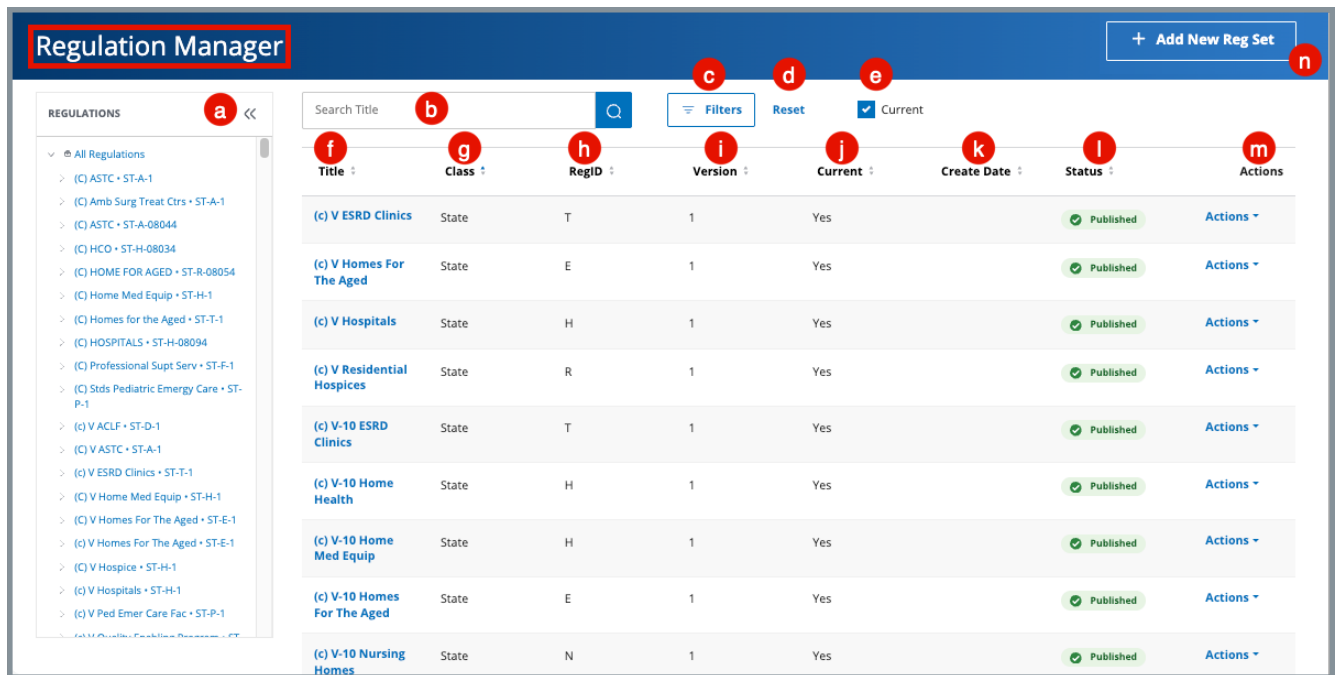


Figure 13: Regulation Manager

Table 3: Regulation Manager Detailed Callout

No.	Name	Description
a	REGULATIONS	Displays the regulation sets available for the selected state. Click the caret to collapse or expand the panel.
b	Search Title	Type all or part of a reg set title, then click the search icon.
c	Filters	Filter reg sets by Status , Class , or Date Range
d	Reset	Clear the search criteria and filters
e	Current	Display only current regulation sets. This option is selected by default. Clear the checkbox to display current and previous regulation sets.
f	Title	Title of reg set
g	Class	Class of reg set (state or federal)
h	RegID	Identifier assigned to the reg set. Does not need to be unique.
i	Version	Reg set version

No.	Name	Description
j	Current	Current indicates whether a regulation set is displayed by default in Regulation Manager. Published regulation sets remain available in surveys regardless of the Current setting.
k	Create Date	Date reg set was created
l	Status	Draft, Ready to Publish, or Published
m	Actions	<p>For Draft or Ready to Publish, select: View, Edit, Duplicate, Delete</p> <p>For Published, select: View or Duplicate</p> <p>Notes:</p> <ul style="list-style-type: none"> State Configuration Administrators can: <ol style="list-style-type: none"> View and Duplicate published Federal Regulations View, Edit, Duplicate published State Regulations (No Delete) View, Edit, Duplicate, Delete when status is Draft, Ready to Publish State Regulations Duplicate duplicates all tags and adds them to the new reg set. State Configuration Administrators can duplicate both Federal and State Reg Sets.
n	+ Add New Reg Set	Click to add a new regulation set. Review Add New Reg Set for details.

3.2 View Regulation Set

Note: State Administrators can view, but not modify, federal regulation sets.

3.2.1 Click **View** under the **Actions** menu. The reg set opens to the **Properties** tab. See *Figure 14, Regulation Set – Properties Tab*.

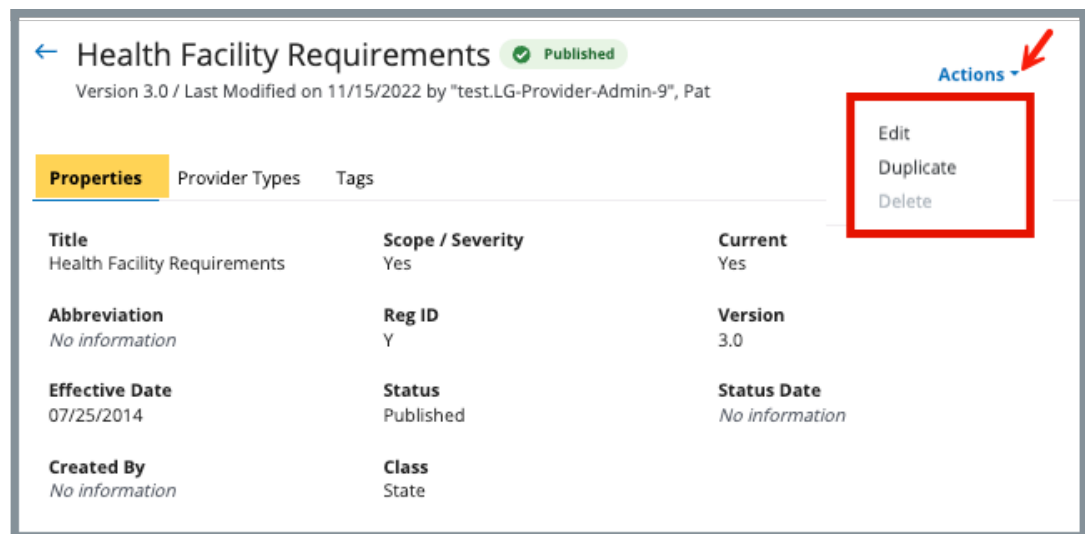


Figure 14: Regulation Set – Properties Tab

3.2.2 Click the **Provider Types** tab. See *Figure 15, Regulation Set – Provider Types Tab*.

Note: Select an option from the drop-down menu under **Filter by Provider Type** to display the applicable provider types.

Health Facility Requirements Published Actions

Version 3.0 / Last Modified on 11/15/2022 by "test.LG-Provider-Admin-9", Pat

Properties **Provider Types** Tags

17 Provider Subtypes Using Health Facility Requirements Regulations

Filter by Provider Type
All

Modify Provider Types

Provider Type Name	Provider Subtype Name	Provider Subtype Description	Class
ASC			Federal
CORF			Federal
ESRD			Federal
Hospital	Critical Access	Critical Access	Federal
Hospital	Distinct Part Psychiatric	Distinct Part Psychiatric	Federal
Hospital	Long Term Care	Long Term Care	Federal
Hospital	Non-Participating Federal Emergency	Non-Participating Federal Emergency	Federal

Figure 15: Regulation Set – Provider Types Tab

3.3 Edit a State Regulation Set: Modify Provider Types

3.3.1 Click **Modify Provider Types** to modify provider types. The **Modify Provider Types** window opens. See *Figure 16, Modify Provider Types*.

Modify the Provider Types using Health Facility Requirements Regulations

	Provider Type Name	Provider Subtype Name	Provider Subtype Description
☐	ASC	Medicare ASC	Medicare ASC
☒	Clinical Laboratory	Ambulance	Ambulance
☐	Clinical Laboratory	Ambulatory Surgery Center	Ambulatory Surgery Center
☐	Clinical Laboratory	Ancillary Testing Site in Health Care Facility	Ancillary Testing Site in Health Care Facility
☐	Clinical Laboratory	Assisted Living Facility	Assisted Living Facility
☐	Clinical Laboratory	Blood Bank	Blood Bank
☐	Clinical Laboratory	Community Clinic	Community Clinic
☐	Clinical Laboratory	Comp. Outpatient Rehab Facility	Comp. Outpatient Rehab Facility
☐	Clinical Laboratory	End Stage Renal Disease Dialysis Facility	End Stage Renal Disease Dialysis Facility
☐	Clinical Laboratory	Federally Qualified Health Center	Federally Qualified Health Center

10 per page ▾ Showing 1 - 10 of 112 Provider Types

<< < Page 1 of 12 > >>

Save Cancel

Figure 16: Modify Provider Types

3.3.2 Select or clear the checkbox next to each provider type to add or remove it from the regulation set.

Note: Provider types cannot be removed from a published regulation set.

3.3.3 Click **Save**. The **Provider Types** tab reopens and displays the updated selections.

3.4 Edit a State Regulation Set: Add and Manage Tags

3.4.1 Click the **Tags** tab. See *Figure 17, Regulation Set – Tags Tab*.

Notes:

- Type a tag ID or title in the search field, then click the search icon
- Select an option from the **Filter by Tag Type** list to display tags of that type
- Click **Reset** to clear the search criteria and filter

Health Facility Requirements Published Actions

Version 3.0 / Last Modified on 11/15/2022 by "test.LG-Provider-Admin-9", Pat

Properties Provider Types **Tags**

Search by Tag ID or Tag Title Reset Filter by Tag Type All Tag Types + Add New Tag

TagID	Title	Last Modified	CFR	Tag Type	Actions
0000	INITIAL COMMENTS			Memo	Actions
4001	TITLE AND APPLICABILITY.		400.1	Licensure	Actions
4005	OTHER LAWS, CODES, RULES AND REGULATIONS.		400.2	Licensure	Actions
4010	INSPECTION, REPRODUCTION AND REPORTS.		400.3	Licensure	Actions
4011	INSPECTION, REPRODUCTION AND REPORTS.		400.3 (a)	Licensure	Actions

Figure 17: Regulation Set – Tags Tab

3.4.2 Click **+ Add New Tag**. The **Add New Regulation Tag** window opens. See *Figure 18, Add New Regulation Tag*.

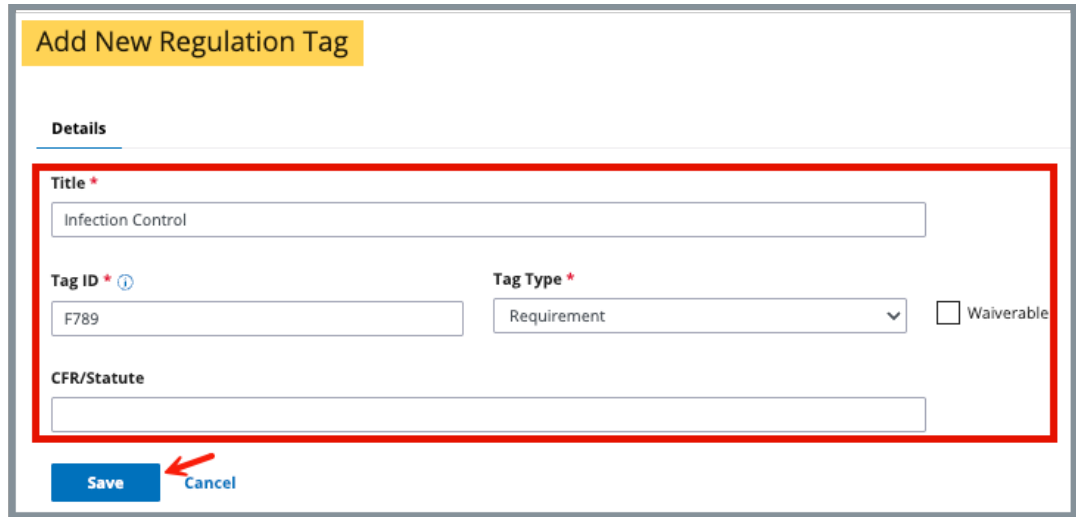


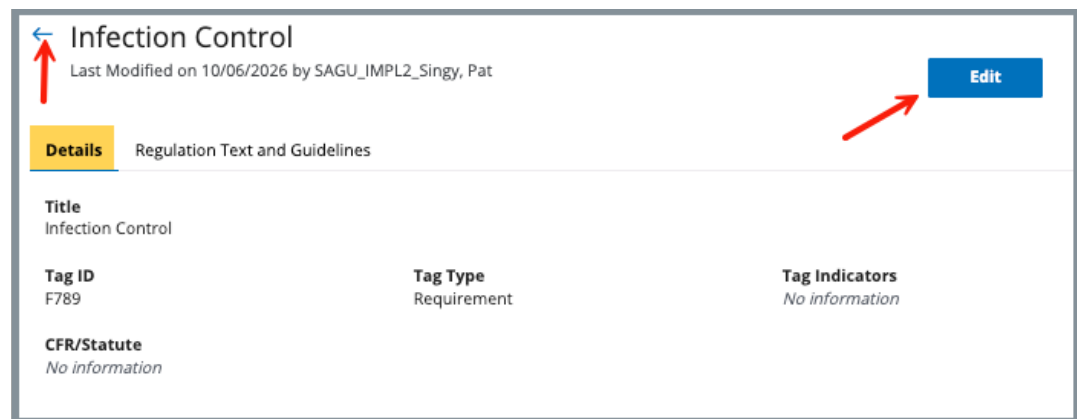
Figure 18: Add New Regulation Tag

3.4.3 Fill out the information.

3.4.4 Click **Save**. The **[New Regulation Title]** window opens with the information entered. See *Figure 19, New Reg Tag Window*.

Notes:

- **Save** is disabled until required information has been updated.
- Click **Edit** to edit the new reg tag.
- **Tag IDs** cannot be edited for published regulation sets. They cannot be edited once the regulation set has been published.
- Click the back arrow next to the regulation name to return to the **Tags** tab.



Infection Control
Last Modified on 10/06/2026 by SAGU_IMPL2_Singy, Pat

Details Regulation Text and Guidelines

Title Infection Control		
Tag ID F789	Tag Type Requirement	Tag Indicators No information
CFR/Statute No information		

Figure 19: New Reg Tag Window

3.4.5 Verify the new tag appears on the **Tags** tab.

3.5 Add New Regulation Set

3.5.1 Click **+ Add New Reg Set** under user ID. See *Figure 20, Add New Reg Set*. The **Add New Regulation Set** window opens.

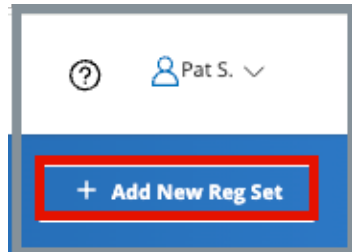


Figure 20: Add New Reg Set

3.5.2 Fill out the information. See *Figure 21, Add New Regulation Set*.

Notes:

- Hover over an information icon to view guidance for the associated field
- Only state regulation sets can be created
- Tag IDs cannot be duplicated
- If a tag is associated with a published regulation set, the tag can be edited but cannot be deleted

Add New Regulation Set

Properties

☒ Scope/Severity ⓘ ☒ Currently Active

Title *

Life Safety Code ICF-MR99

Abbreviation ⓘ **Regulation Set * ⓘ** **Version * ⓘ**

F799 I 45

Effective Date ⓘ **Current Status * ⓘ**

10/06/2026 Draft ▼
MM/DD/YYYY

Created By **Class ***

Pat SAGU_IMPL2_Singy ☒ State ☐ Federal

Save **Cancel**

Figure 21: Add New Regulation Set

3.5.3 Click **Save**. The new regulation set opens to the **Properties** tab. See *Figure 22, New Regulation Set*.

Notes:

- **Save** is disabled until required information has been updated
- An unpublished reg set can be edited, duplicated or deleted. Select the appropriate action under the Actions menu.
- Published reg sets cannot be deleted
- Select **Provider Types** tab to view or add provider types
- Select **Tags** tab to view or add tags.

← Life Safety Code ICF-MR99 Draft

Version 45 / Last Modified on 10/06/2026 by SAGU_IMPL2_Singy, Pat

Properties Provider Types Tags

Title Life Safety Code ICF-MR99	Scope / Severity Yes	Current Yes
Abbreviation F799	Reg ID I	Version 45
Effective Date 10/06/2026	Status Draft	Status Date No information
Created By SAGU_IMPL2_Singy, Pat	Class State	

Actions

- Edit
- Duplicate
- Delete

Figure 22: New Regulation Set

4. Provider Type Maintenance

Purpose: This section explains how to add, edit, and delete provider subtypes in **Provider Type Maintenance**.

Note: Responses to the **Additional Questions** determine whether **Buildings/Wings, Inpatient Locations, Branches, Multiple Locations, Extension Locations, Offsite Locations, and Bed Summaries** are available in the corresponding left navigation menus.

4.1 Overview

Select **Provider Type Maintenance** from the **Administration** top menu in iQIES. See *Figure 23, Provider Type Maintenance*. The **Provider Type Maintenance** page opens. See *Figure 24, Provider Type Maintenance* and *Table 4, Provider Type Maintenance Detailed Callout*.

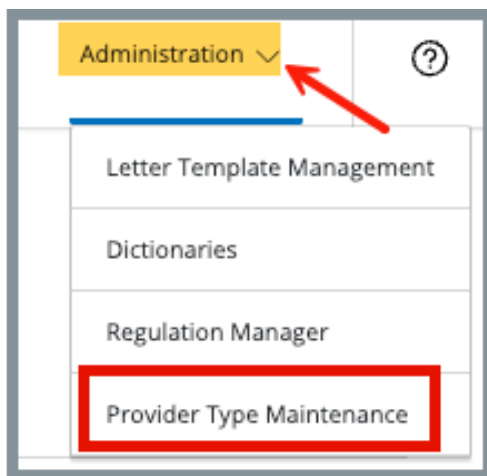


Figure 23: Provider Type Maintenance

Provider Type Maintenance				
Enter the information for this change.				
Provider Type Name ⌵	Provider Subtype Name ⌵	Provider Subtype Description ⌵	Provider Subtype Code ⌵	Actions
ASC	ASC LIC	LICENSED	15L	Actions ▾
ASC	ASC MDCD	MEDICAID	15M	Actions ▾
ASC	ASC-U	UNLICENSED	15U	Actions ▾
HHA	HHA-H	HMO HHA	05H	Actions ▾
HHA	HHA-L	LICENSED ONLY HHA	05L	Actions ▾
HHA	HHA-U	UNLICENSED HHA	05U	Actions ▾
Hospice	HC-L	LICENSED ONLY	16L	Actions ▾
Hospice	HC-U	UNLICENSED	16U	Actions ▾
Hospital	HL-L	LICENSED ONLY	01L	Actions ▾
Hospital	HL-UNLIC	UNLICENSED	01N	Actions ▾
<div> <div><<</div> <div><</div> <div>Page 1 of 6</div> <div>></div> <div>>></div> </div>				

Figure 24: Provider Type Maintenance

Table 4: Provider Type Maintenance Detailed Callout

No.	Name	Description
a	+ Add New Type	Click to add a provider subtype. The Add New Type window opens. Review Add New Type .
b	Provider Type Name	The provider type associated with the subtype, such as ASC, HHA, or Hospital.
c	Provider Subtype Name	The name or abbreviation assigned to the provider subtype. For example, HHA-L or HHA Licensed.
d	Provider Subtype Description	Description of the provider subtype, such as Licensed or Unlicensed
e	Provider Subtype Code	Code assigned to the provider subtype

No.	Name	Description
f	Actions	Edit or delete information. Review Edit a Provider Type and Delete a Provider Type .
g	Additional Pages	Click the arrows to move forward or backward through the available pages

4.2 Add New Type

4.2.1 Click + **Add New Type** on the **Provider Type Maintenance** page. The **Add New Type** window opens. See *Figure 25, Add New Type*.

Add New Type

All required fields are marked with an asterisk (*)

Identification

Provider Type Name * **Provider Subtype Name *** **Provider Subtype Description ***

Select one

Provider Subtype Code

Additional Questions

1. Do they have Buildings/Wings/Inpatient Locations/Locations? * ☐ Yes ☐ No

2. Do they have Branches/Multiple Locations/Extension Locations/Offsite Locations? * ☐ Yes ☐ No

3. Do they have bed summaries? * ☐ Yes ☐ No

Save Provider Type **Cancel**

Figure 25: Add New Type

4.2.2 Fill out the information.

Note: Any information added or updated in **Additional Questions** is reflected in the corresponding selections in the left navigation menu.

4.2.3 Click **Save Provider Type**. The **View Provider Type** window opens.

Note: **Save** is disabled until required information has been updated.

4.2.4 Verify the information on the **View Provider Type** window. See *Figure 26, View New Provider Type*.

< [Return to Provider Type Maintenance](#)

View Provider Type

View the basic information for this Provider Type.

[Edit](#)

Identification	
Provider Type Name	Hospital
Provider Subtype Name	Hospital-Acute Care
Provider Subtype Description	LICENSED
Provider Subtype Code	No information

Additional Questions	
1. Do they have Buildings/Wings/Inpatient Locations/Locations?	No
2. Do they have Branches/Multiple Locations/Extension Locations/Offsite Locations?	Yes
What are they called?	Multiple Locations
3. Do they have bed summaries?	Yes

Figure 26: View New Provider Type

4.2.5 Click **Return to Provider Type Maintenance** breadcrumb to return to the **Provider Type Maintenance** page.

Note: The new provider type is listed in alphabetical order on the page.

4.3 Edit a Provider Type

4.3.1 Select **Edit** from the **Actions** menu for the provider subtype to be updated. The **Edit Provider Type** window opens. See *Figure 27, Edit Provider Type*.

Edit Provider Type

All required fields are marked with an asterisk (*)

Identification

Provider Type Name * Hospice

Provider Subtype Name * HC-L

Provider Subtype Description * LICENSED ONLY

Provider Subtype Code 16L

Additional Questions

1. Do they have Buildings/Wings/Inpatient Locations/Locations? * **Yes** No

What are they called? * Inpatient Locations

2. Do they have Branches/Multiple Locations/Extension Locations/Offsite Locations? * **Yes** No

What are they called? * Multiple Locations

3. Do they have bed summaries? * **Yes** No

Save **Cancel**

Figure 27: Edit Provider Type

4.3.2 Update the information.

Note: Any information added or updated in **Additional Questions** is reflected in the corresponding selections in the left navigation menu for **Provider Details** for providers that are saved with that subtype.

4.3.3 Click **Save**. The **View Provider Type** window opens.

Note: **Save** is disabled until any piece of information has been updated.

4.3.4 Verify the updated information on the **View Provider Type** window. See *Figure 28, View Provider Type*.

Identification	
Provider Type Name	Hospice
Provider Subtype Name	HC-L
Provider Subtype Description	LICENSED ONLY
Provider Subtype Code	16L

Additional Questions	
1. Do they have Buildings/Wings/Inpatient Locations/Locations?	Yes
What are they called?	Inpatient Locations
2. Do they have Branches/Multiple Locations/Extension Locations/Offsite Locations?	Yes
What are they called?	Multiple Locations
3. Do they have bed summaries?	No

Figure 28: View Provider Type

4.3.5 Click **Return to Provider Type Maintenance** breadcrumb to return to the **Provider Type Maintenance** page.

4.4 Delete a Provider Type

4.4.1 Select **Delete** from the **Actions** menu next to the provider subtype to be deleted. The **Are you sure?** pop-up window opens. See *Figure 29, Delete Provider Type Confirmation*.

Note: A subtype can only be deleted when it is not associated with any providers.

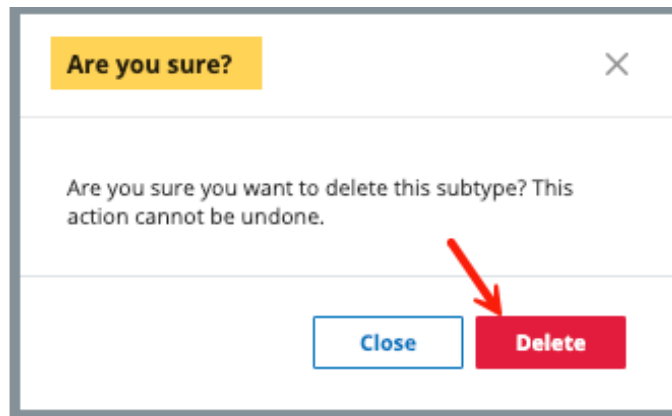


Figure 29: Delete Provider Type Confirmation

4.4.2 Click **Delete**. The provider subtype is removed.

Note: This system does not display a confirmation banner after the provider subtype is deleted.