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1.0 National Cardiovascular Data Registry (NCDR) eReports Dashboard

NCDR eReports dashboard is a web enabled business intelligence dashboard and quality improvement tool providing NCDR measure and metric data. The dashboard allows clients to customize their view of market segments for those facilities participating in the NCDR, provides benchmarking against national performance, and insights on the quality of data submissions from participants.

For purposes of these program requirements:

A Client is defined as an entity external to the ACCF who has an active contract in place that will allow them to access the NCDR eReport dashboard product.

A Participant is defined as a single hospital or other medical facility located in a discrete geographic area that has a valid NCDR Master Agreement in place, all payments are current, and the Participant offers a service that would meet inclusion for participation.

2.0 General Requirements

The list below outlines the elements required for optimal use of the NCDR eReports dashboard.

2.1. General Requirements
- A Client must have an executed and current *NCDR eReports Agreement* which authorizes ACCF to provide the external entity ("client") with access to the reporting dashboard published on NCDR.com.

2.2. Annual Fees
- Client is required to pay an annual fee for access to eReports dashboard.
- ACCF will provide the Client with an invoice of fees via email when annual fees are due.
- The annual fee is non-refundable even if termination of the agreement occurs prior to the end of the calendar year.

2.3. Management and Administrative Oversight
- The Client shall identify an NCDR eReports administrator to receive all communications, program materials, and participate in training provided by ACCF. Client shall notify ACCF on company letterhead within ten (10) working days for any change in Client administrator.
- Client manages their administrative rights to eReports on NCDR.com.
- The NCDR eReports administrator is the primary point of contact and primary user of NCDR eReports and will serve as the liaison between ACCF and the Client.

3.0 Client Requirements

3.1. My Market/My Metrics Management
- NCDR eReports dashboard contains features that are customizable at the Client level. However, it is important to note that these features are not customizable at the Client individual user level. Any update to defining My Markets/My Metrics will be reflected in the dashboard within two business days after the reporting data mart is updated as part of the nightly refreshing process.

3.2. Maintaining Confidentiality of Information

- The reports within NCDR eReports are part of the overall NCDR, a program operated by the ACCF. As such, release of information from NCDR eReports should be limited for purposes specifically to support the Client's quality improvement initiatives.
- By signing the NCDR eReports agreement, the Client agrees that no information or data will be released directly to external entities, such as private or state health insurance payers, etc., without the express written permission of ACCF. Client also agrees to instruct individuals who may be privy to report data from NCDR eReports, either through direct access to the web tool or through incorporation of information into a Client's quality improvement initiative, to abide by these same principles.
- In addition, the Client agrees to not release information publicly without the express written permission of ACCF, and to instruct individuals who may be privy to report data from NCDR eReports, either through direct access to the web tool or through incorporation of information into a quality improvement initiative, to abide by these same principles regarding release of information publicly.

3.3. Publications

- Client may use the information provided by the NCDR, including the benchmark outcomes reports, quality improvement reports, or any other aggregated data or reports (NCDR-produced reports) for internal purposes only.
- Client must seek approval from the ACC prior to sharing NCDR-produced reports or aggregated data to any external party. Contact ACC for review and approval if you desire to share NCDR-produced reports or aggregated data. Submit all requests through email to ncdr@acc.org.

4.0 Facility Requirements

4.1. Data Release Consent Form Submission (If Applicable)

- ACCF shall provide the Client with the proper documentation to receive consent from NCDR Participants.
- The Client acknowledges that the responsibility of obtaining consent from each NCDR Participant lies with the Client and viewing Participant data is dependent upon consent submission.
- The Client acknowledges that the decision to grant informed consent is at the sole discretion of the Participant.
- The ACCF shall not be responsible for the Participants who either neglect to complete a consent form or choose not to participate.

4.2. Consent Date

- Participant historical data will be made available regardless of consent start date and will provide Client with access to historical data regardless of version. Note that some limitations might apply when the registry's version changes.

5.0 NCDR Operational Requirements

5.1. Published Data

- On a quarterly basis, ACCF shall aggregate all green light (as described in the Data Quality Reporting section) registry data submissions to establish the U.S. hospital benchmark and Participant metric performance. Metric performance is reported as a four-quarter data roll-up. Following this quarterly aggregation process, the metric data is deemed as a "published". The method by which metrics are calculated can be modified by the ACCF periodically with due notice sent to the Client via release notes. ACCF reserves the right to modify, add new or remove metrics.

5.2. Unpublished Data

- Clients will have access to unpublished data submitted by facilities. Note that updates to the Client specific unpublished data will occur no more than once per week and unpublished data will not include benchmarking for the unpublished quarter.

5.3. Data Element Changes

- The NCDR eReports shall rely on current registry version dataset in alignment with Participant data collection, successful submissions received according to the published call for data submission schedule and in accordance with the Data Quality Report (DQR) process (i.e., green light status) for quarters necessary for the reporting period.

5.4. Data Quality Reporting

- Participants submit data to the NCDR for quality review. This quality review is known as the Data Quality Reporting (DQR) process. The DQR checks submitted patient records and returns a pass/fail status for their submission. Data are first checked for errors then checked for "completeness" thresholds. Passing the DQR ensures well-formed data and a statistically significant submission. Only green light submissions will be displayed in the published aggregations. Following successful submission to the DQR, the data are stored in the data warehouse and from there loaded to a data mart, which is the source of the data provided to the Client.

5.6 Audit

- The NCDR's annual Audit Program randomly selects participants to determine if all eligible episodes of care are reported and to assess accuracy of selected data elements based on medical record documentation. Following the audit, each Participant receives a detailed report of their audit findings to assist with improving the quality of their data collection.

5.7 Change to the Algorithms

- If there is a change to the algorithms used for computing metrics, the change will be noted in the release notes for the published quarter of data.

6.0 Technical Requirements

The list below details the technical elements necessary for a client to utilize the web-based dashboard and associated reports.

- Operating System: Microsoft Windows 2007 or higher, Mac OSX 10 or higher.
- Browser: Currently supported version of Microsoft's Edge, Google Chrome or comparable (Recommend that pop-up blockers are disabled)
- Microsoft Excel version 2007 or higher (will not accept versions older than 2007)
- Adobe PDF Reader
- All exports will be delivered in a tab delimited format.

NCDR eReports may work with other systems and versions, but we cannot assure nor support the functionality on systems not listed in this document

7.0 Support

7.1. ACCF Support

- ACCF provides business operation support via telephone and email during ACC's business hours posted on the NCDR private (log-in) website. Access the "Contact Us" option located on the left navigation bar on the registry home page. The ACCF will provide technical support for utilization of the tool only. It is the responsibility of the client to handle any issues related to hardware requirements required to utilize the tool.

7.2. Troubleshooting

- Upon notice and with the cooperation of the client, the ACCF shall use reasonable efforts to promptly resolve any failure of the tool to perform which materially impairs the Client's use of the tool or any malfunction or defect of the tool, including updates and corrections.

Glossary of Definitions

Rolling Four Quarters (R4Q): The four (4) consecutive quarters included in a reporting cycle. (Example: The 2023Q1 report includes 2023Q1, 2022Q4, 2022Q3 and 2022Q2. The "Q" in 'R4Q" indicates the last quarter of the rolling four quarters).

Published Aggregation: Refers to the data that are included in the quarterly published reporting cycle. NCDR publishes a benchmark on a quarterly basis. This published aggregation occurs after each call for data submission deadline.

Unpublished Aggregation: Refers to the data that have not yet been published in the quarterly reporting cycle. This also refers to data that may be aggregated prior to the call for data submission deadline.

Reporting Timeframe: Refers to the rolling four quarters for which the report is being produced.

Submission Timeframe: Refers to the harvesting quarter for which the data has been collected.

Aggregation Date: Refers to the data snapshot date that was used to produce the aggregation.

Call for Data Schedule: The "Call for Data" schedule is a set deadline that indicates a time when the Participants must have their final submission of a quarter's worth of data through the Data Quality Reporting (DQR) process. Participants can upload (if using vendor software) or submit (if using the ACC's web-based data collection tool) their quarterly data files through the DQR process. At the completion of the DQR process, the data for all institutions passing with a green status is aggregated and included in the quarterly benchmarking cycle.

Data Quality Reporting: The Data Quality Report is the quality check mechanism used to determine the overall status of the data submission. The status is used to determine if the data submission was successfully loaded into the data registry and/or included in the Participants metrics and benchmarking statistics.