Attachment 2a: Reporting HEDIS Metrics to the National Committee Quality for Assurance (NCQA)

To report HEDIS metric results, Carriers must complete NCQA's annual Healthcare Organization Questionnaire (HOQ) online through NCQA's website using a password. When filling out the HOQ, please list the appropriate NCQA Organization ID Code, Submission ID Code, and FEHB Carrier Codes (listed in **Attachment 2b** Column D) associated with your submission ID(s). If your submission ID has multiple FEHB Carrier Codes associated with it, please include all of the FEHB Carrier Codes in the HOQ. **Attachment 2b** is the HEDIS 2014 FEHB Plan Name and Carrier Code List. The HOQ screenshot below highlights where in the HOQ you need to enter the FEHB codes.

The designated Primary HEDIS contact at your plan will receive an email notification from HOQ@ncqa.org with information on how to access the 2014 HOQ on-line. If your plan has not designated a Primary HEDIS contact, please contact NCQA's Data Collection Operations team at HOQ@ncqa.org.

If you have general questions regarding HEDIS, refer to the NCQA website, www.ncqa.org, or contact NCQA Customer Support at CustomerSupport@ncqa.org or 1-888-275-7585. If you have technical questions regarding a HEDIS measure or the HEDIS technical specifications, please use NCQA's Policy Clarification Support (www.ncqa.org/pcs) to submit your questions. Questions about the data submission process should be addressed to your health plan's assigned NCQA HEDIS Data Submission Account Manager. A list of 2014 Account Managers is located at www.ncqa.org/tabid/219/Default.aspx.

Access www.ncqa.org/HEDISQualityMeasurement/HEDISMeasures/HEDISDataSubmission.aspx to find the timeline for the following HEDIS submissions:

- The date Healthcare Organization Questionnaire opens to plans via the NCQA website.
- The deadline for plans to complete NCQA's on-line Healthcare Organization Questionnaire.
- The date NCQA provides health plans with access to use the Interactive Data Submission Systems (IDSS).
- The date plan-lock must be applied to the submission to ensure HEDIS Compliance Auditors have sufficient time to review, approve and audit-lock the submission.
- The deadline for plans to submit HEDIS results to NCQA and e-sign attestations.