

# **PY 7 CJR PRO Managed File Transfer (MFT) Registration Instructions**

*Last Updated September 2, 2022*

**Centers for Medicare & Medicaid Services (CMS)**

**Comprehensive Care for Joint Replacement (CJR) Model**

**Reporting of Patient-Reported Outcome (PRO) and Limited Risk Variable Data**

## About Managed File Transfer

Managed File Transfer (MFT) is the data submission method used in the Comprehensive Care for Joint Replacement (CJR) model. This method replaced Secure File Transfer (SFT), which can no longer be used to submit patient-reported outcome (PRO) data.

*Note: If access to MFT has already been obtained for use in other Centers for Medicare & Medicaid Services (CMS) programs, then re-registration for MFT is not required.*

## Pre-registration Step

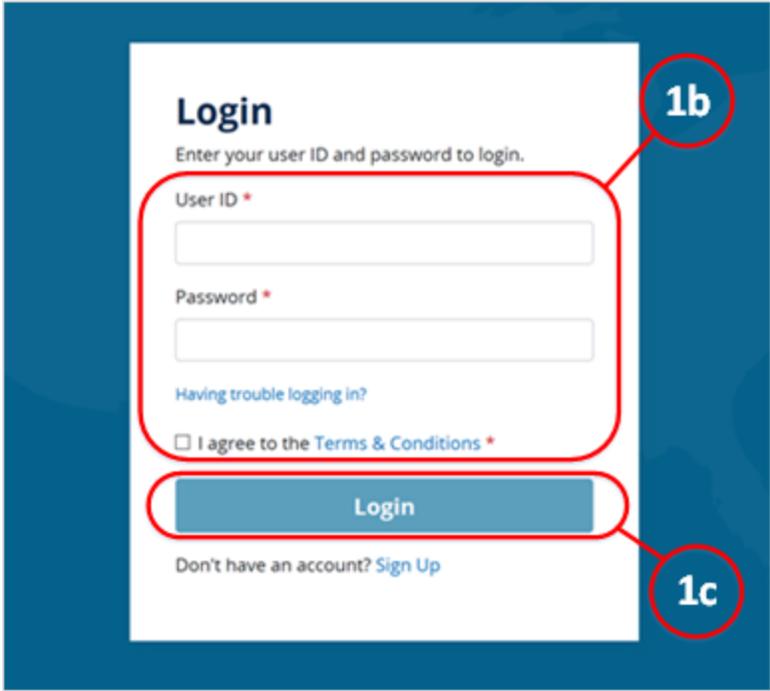
To register for MFT, you must have a Health Care Quality Information Systems (HCQIS) Access Roles and Profile (HARP) ID. To register, please see the HARP Registration Instructions on [CMMI Connect](#)-> Files -> CJR Connect -> CJR PRO Data Collection folder. Link: <https://app.innovation.cms.gov/CMMIConnect/s/>

## How to Register for MFT

### 1) Login to your HARP account

- a) Go to the HARP login page: <https://harp.cms.gov/>
- b) Enter your **User ID** and **Password** and select “**I agree to the Terms & Conditions**” ([Figure 1](#)).
- c) Select the “**Login**” button. This will redirect you to a different page for security authentication ([Figure 1](#)).

*Figure 1. Screenshot of Step 1b and 1c: Login to your HARP Account*



The screenshot shows a login form titled "Login" with the instruction "Enter your user ID and password to login." The form contains two input fields: "User ID \*" and "Password \*". Below these fields is a link "Having trouble logging in?". A checkbox labeled "I agree to the Terms & Conditions \*" is located below the password field. A blue "Login" button is positioned below the checkbox. At the bottom of the form, there is a link "Don't have an account? Sign Up". Two red circles with white text are overlaid on the image: "1b" is positioned to the right of the input fields, and "1c" is positioned to the right of the "Login" button.

- d) Select your **two-factor authentication method** by clicking on the down arrow. Then, select **“Send Code.”** This will redirect you to a different page ([Figure 2](#)).

Figure 2. Screenshot of Step 1d: Login to your HARP Account

**Two-Factor Authentication**  
Select a device to verify your account.

Device \*

Send Code Cancel

Don't have your device handy? [Add New Device](#)

1d

- e) Enter the **Security Code** provided through the two-factor authentication method selected. Then, select **“Submit”** ([Figure 3](#)).

Figure 3. Screenshot of Step 1e: Login to your HARP Account

**Enter Code**  
Enter the security code to verify your account.

Security Code \*

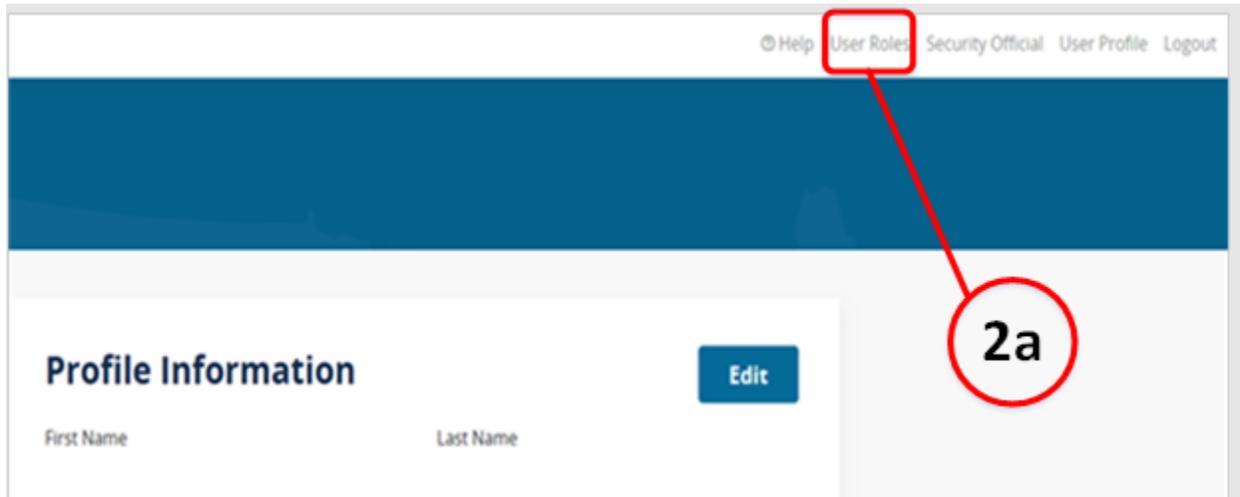
Submit Cancel

1e

## 2) Request a user role

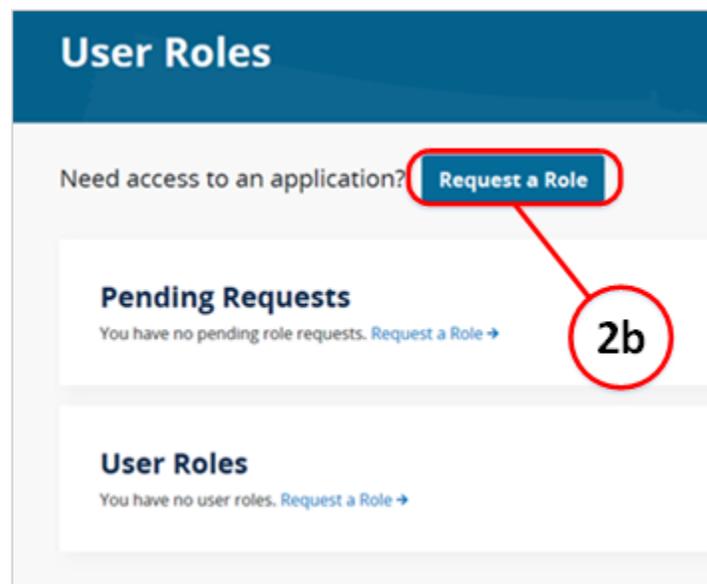
- a) Once you have logged into your account, select “**User Roles**” in the top right corner of the window ([Figure 4](#)).

Figure 4. Screenshot of Step 2a: Request a User Role



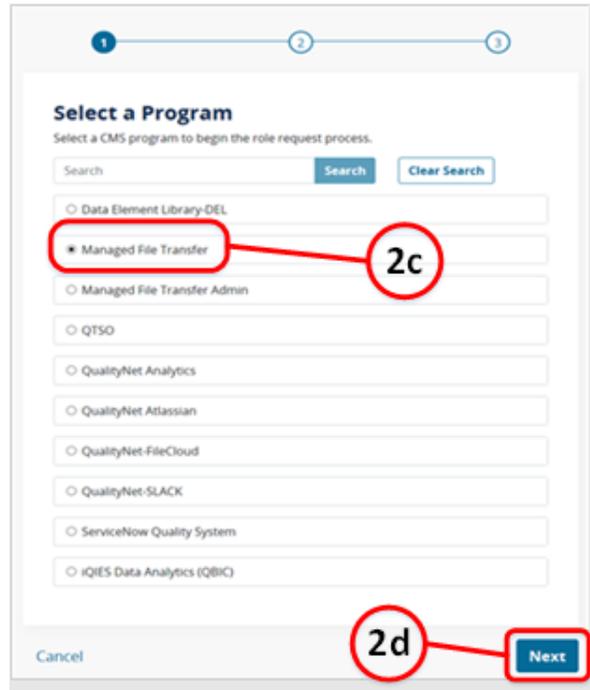
- b) Select “**Request a Role**” ([Figure 5](#)).

Figure 5. Screenshot of Step 2b: Request a User Role



- c) This will direct you to a page to select a program. Under “**Select a Program**,” select the option “**Managed File Transfer**” ([Figure 6](#)).
- d) Then, select “**Next**” on the bottom right corner of the window ([Figure 6](#)).

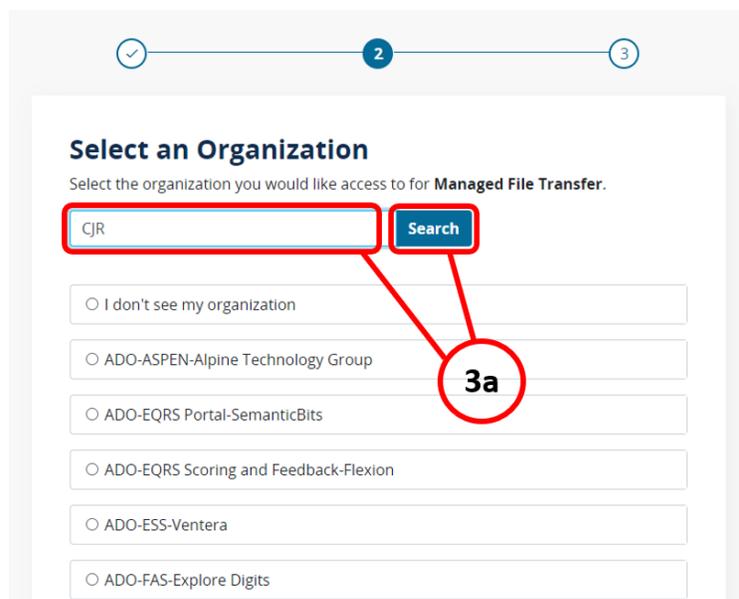
Figure 6. Screenshot of Step 2c and 2d: Request a User Role



### 3) Select an organization

- a) When presented with the “**Select an Organization**” prompt, enter “CJR” in the search bar and select “**Search.**” From the options available, select “**Analytics-Hospital Measures and CJR-Yale**” ([Figure 7](#)).

Figure 7. Screenshot of Step 3a: Select an Organization



- b) Once **“Analytics-Hospital Measures and CJR-Yale”** is selected, press **“Next”** ([Figure 8](#)).

Figure 8. Screenshot of 3b: Select an Organization

**4) Select a role**

- a) When presented with the **“Select Roles”** for **“Analytics-Hospital Measures and CJR-Yale”** prompt, select the option **“Managed File Transfer (MFT) Web User”** ([Figure 9](#)).
- b) Then, select **“Submit”** ([Figure 9](#)).

Figure 9. Screenshot of Step 4a and 4b: Select a Role

- c) This will redirect you to a page where you can view your “**Pending Requests.**” This will include your request information, such as your Request ID, program, request date, and requester (your name).

## Next Steps

Those requesting access to MFT will be notified of the request’s approval or denial through an automated email. For all other PRO resources and guidance on MFT for PY 7, please visit [CMMI Connect](#)-> Files -> CJR Connect -> CJR PRO Data Collection folder.

For technical support using HARP/MFT, please direct your inquiries to the QualityNet Service Desk:

- Email: [gnetssupport@hcqis.org](mailto:gnetssupport@hcqis.org)
- Phone: 1-866-288-8912 (TTY 1-877-715-6222) from 7:00 AM to 7:00 PM CT Monday through Friday

For PRO or CJR model-related questions, please direct your inquiries to the CJR Model Support Team:

- Email [CJRSupport@cms.hhs.gov](mailto:CJRSupport@cms.hhs.gov)