



COLORADO

**Department of Health Care
Policy & Financing**

Prescriber Tool Alternative Payment Model (CO RX APM) User Guide

Version: 1.0

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Note: This user manual is a draft document and will continue to be updated to reflect new functionality and user interface changes as a result of future releases.

Colorado Department of Health Care Policy and Financing (HCPF)
1570 Grant Street
Denver, CO 80203-1818





Revision History

Version #	Published/ Revised	Author	Section/Nature of Change
1.0	3/1/2023	Myers and Stauffer	Initial creation



Table of Contents

Table of Contents	ii
1. Login to the Prescriber Tool Alternative Payment Model (CO RX APM) Website	1
1.1. Landing Page and Login.....	1
1.2. CO RX APM Help.....	2
2. Practice Summary Dashboard	2
2.1. Select State Fiscal Year and Quarter	3
2.2. Practice NPI	4
2.3. Practice Performance Summary	4
2.3.1. Practice Performance Summary Pie Chart.....	5
2.3.2. Comparison of Practice Performance to Statewide Average	5
2.4. Performance Detail	6
2.4.1. Filter Prescriber Performance Detail	7
2.4.2. Sort Performance Detail Results	8
2.4.3. Right Click Functionality	9
3. Technical Assistance	13

1. Login to the Prescriber Tool Alternative Payment Model (CO RX APM) Website

1.1. Landing Page and Login

To go to the Prescriber Tool APM landing page and login, you must complete the steps below:

1. Go to <https://corxapm.mslc.com/> using a web browser. This will take you to the landing page, as shown in *Figure 1-1*. *Note: The CO RX APM website is compatible with Internet Explorer (versions 8 and up), Google Chrome, Microsoft Edge, and Mozilla Firefox.*
2. At the upper right of the page, you will see a box for login. Enter the Practice NPI number into the **Username** space.
3. Enter the 10-digit access code assigned to the username in the **Access Code** space.

Note: The 10-digit access code will be provided by Myers and Stauffer. The access code is uniquely assigned to the practice NPI and cannot be changed or reset.

4. Click **Login** to take you to the Practice Dashboard view within the website.

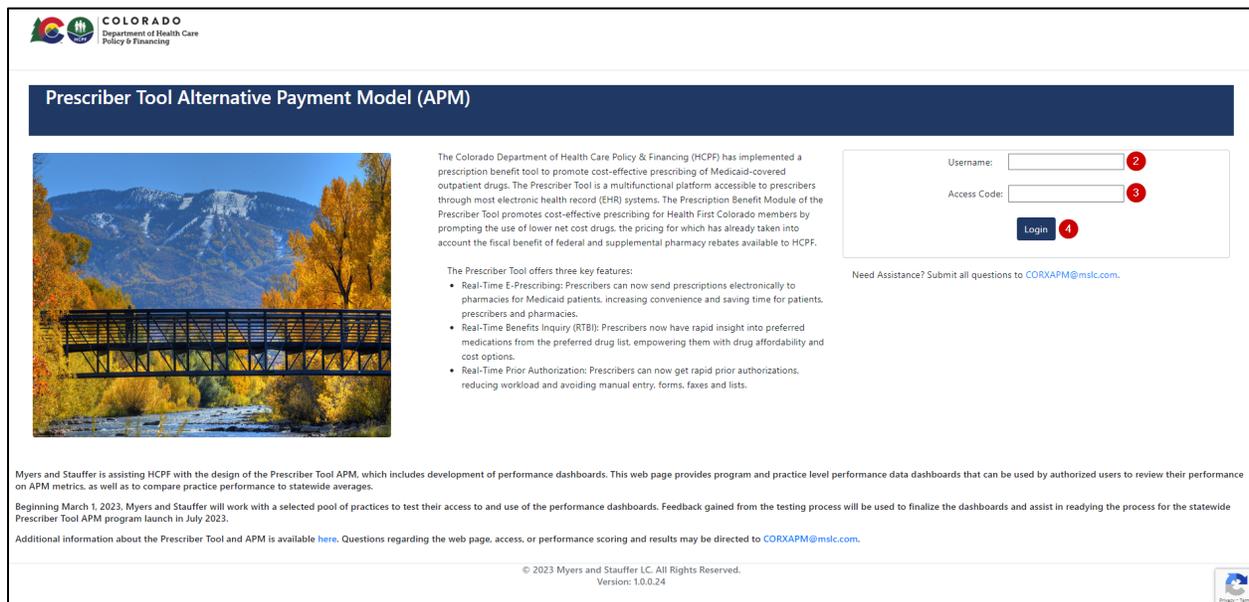
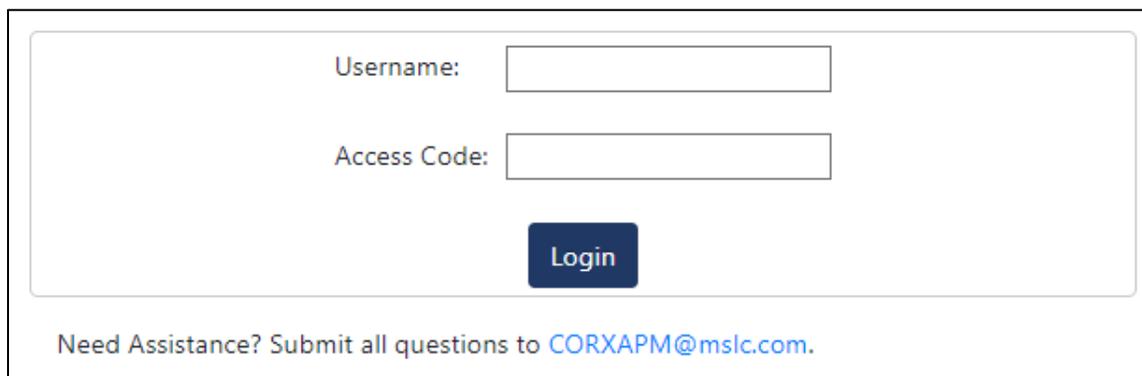


Figure 1-1 – Landing Page and Login to CO RX APM

1.2. CO RX APM Help

As shown in *Figure 1-2*, you will see instructions, located under the login credentials box, on how to request assistance. It also includes an email link that you can click to start an email message. Email CORXAPM@mslc.com if you have any questions or need assistance with the website.



Username:

Access Code:

Login

Need Assistance? Submit all questions to CORXAPM@mslc.com.

Figure 1-2 - Email CORXAPM@mslc.com for Assistance

2. Practice Summary Dashboard

The Practice Summary Dashboard view will load immediately after logging into the website. It displays Prescriber Tool APM program data specific to your practice and according to State Fiscal Year (SFY) Quarter. Note: since the program is new, only one quarter is available for selection at this time.

There are two sections on the Practice Summary Dashboard:

- Practice Performance Summary
- Performance Detail

The **Practice Performance Summary** section includes a practice performance summary chart that identifies the number of prescribers attributed to your practice that meet and do not meet the performance metrics, as well as a comparison of practice performance to the statewide average. The **Performance Detail** section includes practice NPI, practice name, number of attributed prescribers, and performance metrics for the practice. It further includes a breakdown of the practice's attributed prescribers by name, NPI, RTBI (Real-Time Benefits Inquiry) utilization, PDL (Preferred Drug List) compliance, RTBI and PDL performance scores, aggregate performance scores, and whether each prescriber has met or not met the performance metrics.

Scoring for each of the three performance metrics is determined as follows:

- RTBI Performance – RTBI utilization percentage weighted at 60%.
- PDL Performance – PDL compliance percentage weighted at 40%.
- Aggregate Performance Score – Sum of RTBI performance and PDL performance scores.

2.1. Select State Fiscal Year and Quarter

The Practice Summary Dashboard defaults to the most recent State Fiscal Year Quarter of available data. The dashboard provides the user the option to filter data down to specific SFY and quarters. Note: As of 3/1/23, the only option to select will be SFY 22-23 Q2. This is demonstrated in *Figures 2-1 and 2-2*.

1. Click the State Fiscal Year dropdown located near the top left of the dashboard.
2. The SFY and Quarter will default to the most recent state fiscal year and quarter. Select the SFY and the Quarter if needing to see results for other years and quarters.

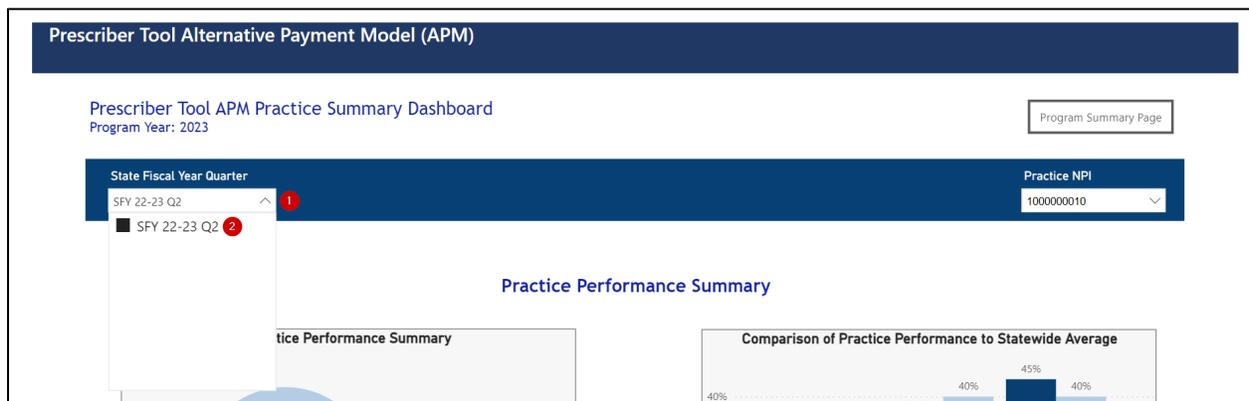


Figure 2-1. Dashboard: State Fiscal Year Dropdown

3. The Dashboard will filter the data based on the SFY and Quarter selected.
4. Click the **Clear Selections** icon to clear your current State Fiscal Year Quarter selection.

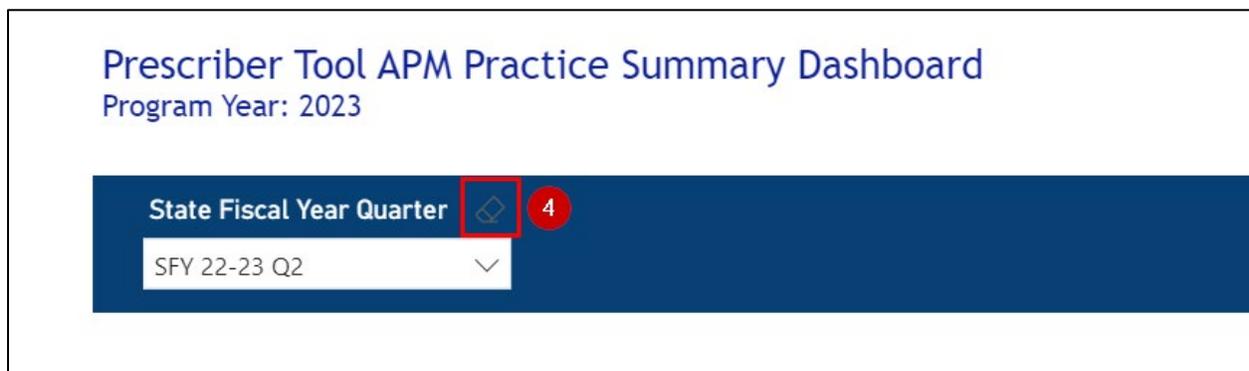


Figure 2-2. Dashboard SFY/Quarter Filter

2.2. Practice NPI

The Practice NPI dropdown will only display the Practice NPI associated with the login credentials. Please refer to *Figure 2-3*.

1. The Practice NPI dropdown is located at the top right of the dashboard.
2. The filter displays the account's associated Practice NPI number.

Note: The NPIs displayed throughout this document are just for demonstration and do not represent actual providers.

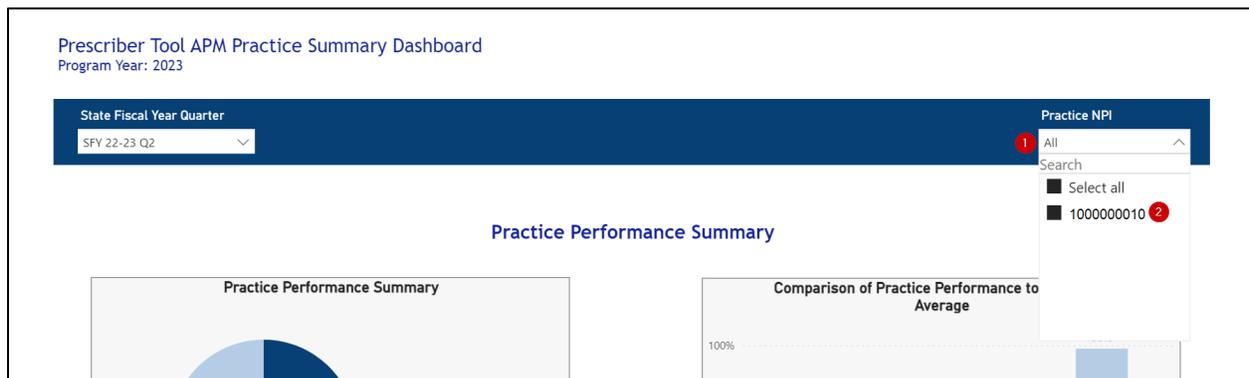


Figure 2-3. Dashboard - Practice NPI

2.3. Practice Performance Summary

The Practice Performance Summary section displays practice-specific performance against the three established metrics and statewide average performance. The practice is considered to **Have Met** performance metrics if the Aggregate Performance Score is at least 40% AND the RTBI utilization percentage is at least 25%. This is illustrated in *Figure 2-4*.

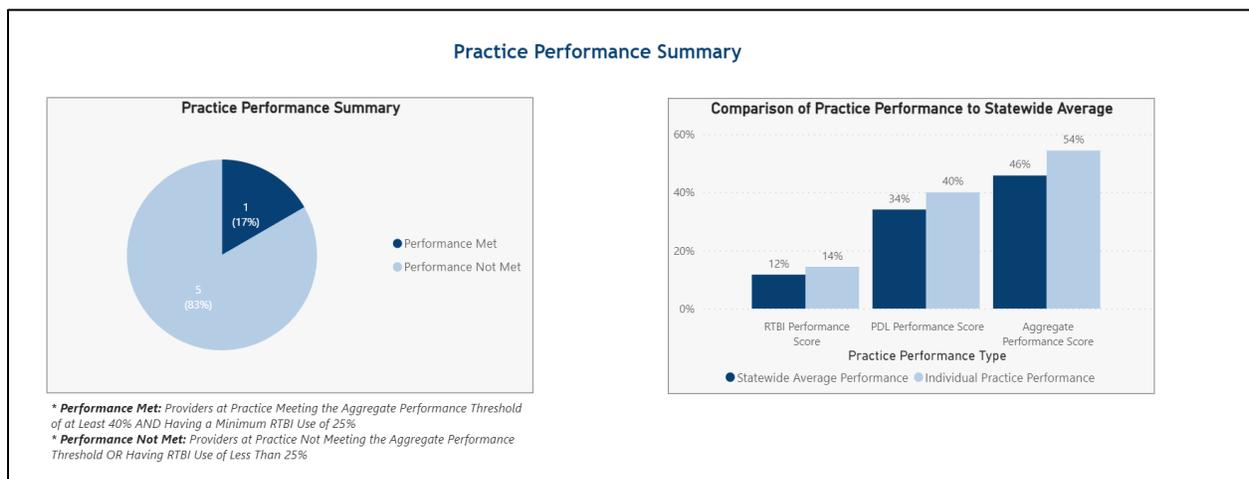


Figure 2-4. Dashboard - Practice Performance Summary

2.3.1. Practice Performance Summary Pie Chart

The Practice Performance Summary Pie Chart visually represents the percent comparison of the following:

1. The practice’s attributed prescribers that met performance metrics.
2. The practice’s attributed prescribers that did not meet performance metrics.

These metrics are illustrated and described in *Figure 2-5*.

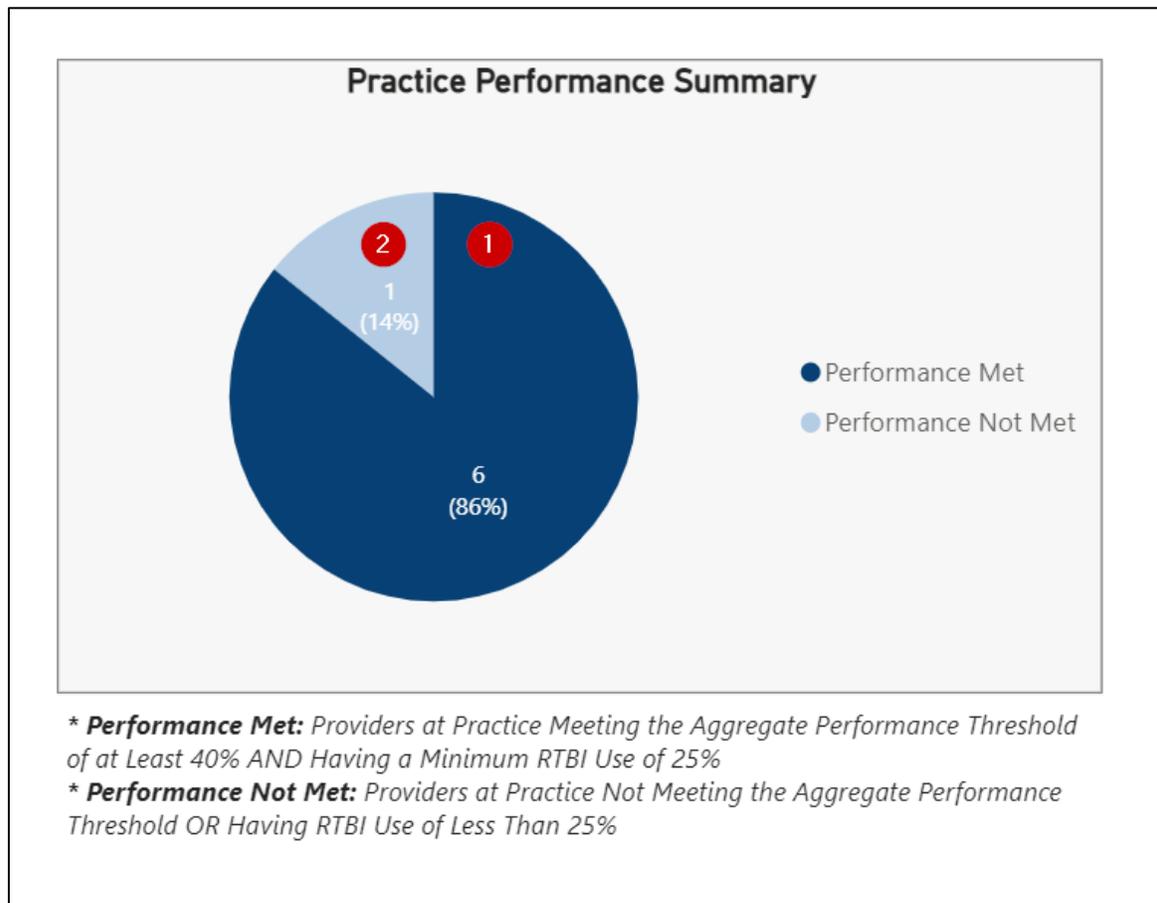


Figure 2-5. Dashboard - Practice Performance Summary Pie Chart

2.3.2. Comparison of Practice Performance to Statewide Average

The **Comparison of Performance Scores to Statewide Average** chart, as shown in *Figure 2-6*, compares the individual practice’s performance against the statewide average performance for each of the following metrics:

1. Average RTBI Performance Score
2. Average PDL Performance Score
3. Average Aggregate Performance Score

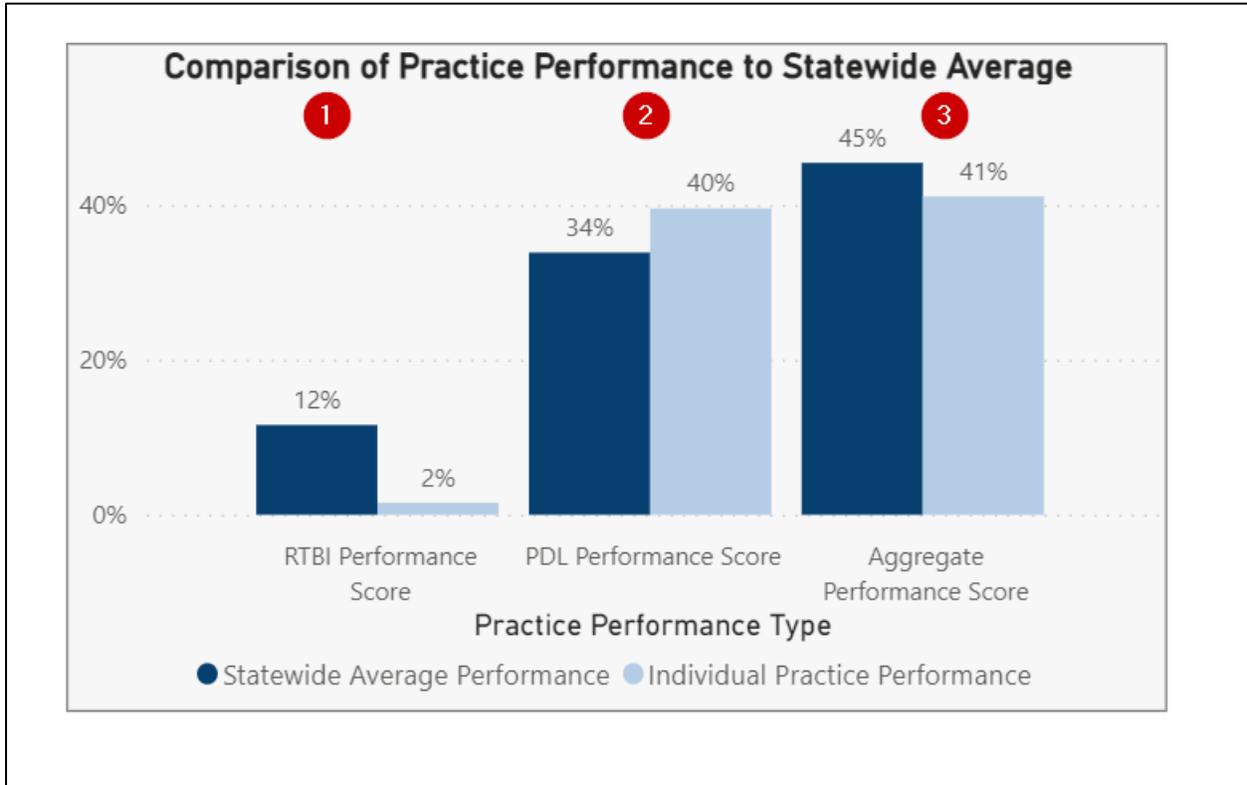


Figure 2-6. Dashboard - Statewide Average Comparison

2.4. Performance Detail

The Performance Detail table, as shown in *Figure 2 7*, displays performance data both for the practice and for each attributed provider. The data displayed are:

1. Prescriber Tool RTBI Utilization.
2. RTBI Performance Utilization.
3. PDL Compliance.
4. PDL Performance Score.
5. Aggregate Performance Score.
6. Practice Performance Determination.

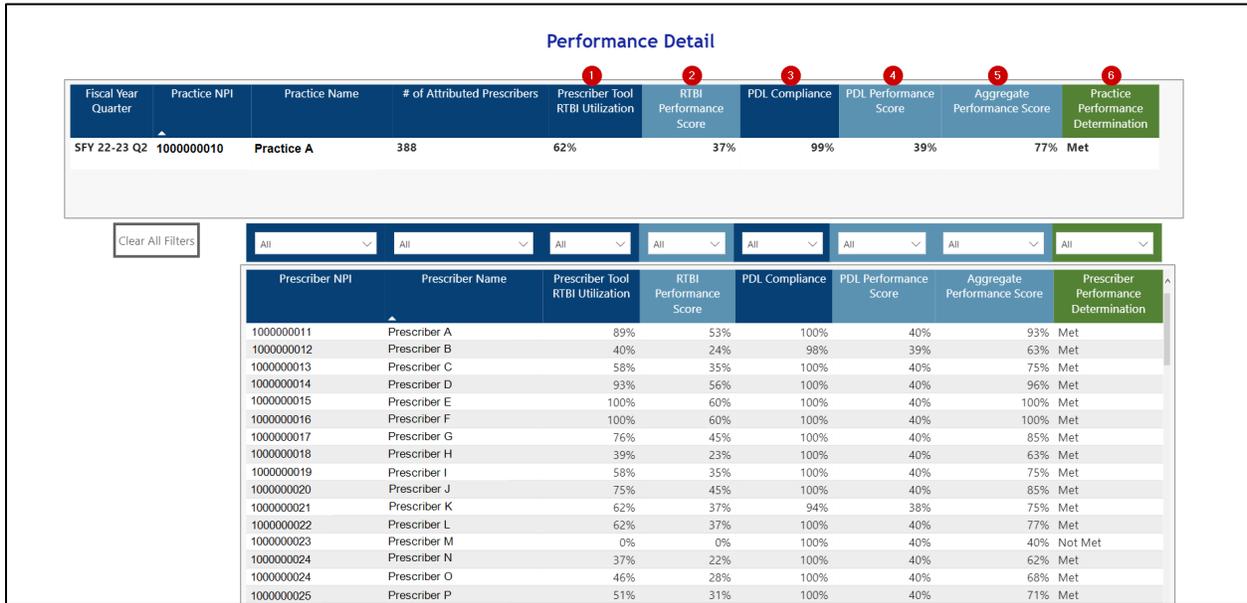


Figure 2-7. Dashboard - Performance Detail: Specific Practice

2.4.1. Filter Prescriber Performance Detail

The Prescriber Performance Detail table can be filtered on all fields to allow the practice user to sort results for its attributed prescribers in a variety of ways. Figures 2-8 and 2-9 provide some examples.

1. Select the Filter dropdown above a field.
2. Filter options appear.
3. Select a record or multiple records to compare.

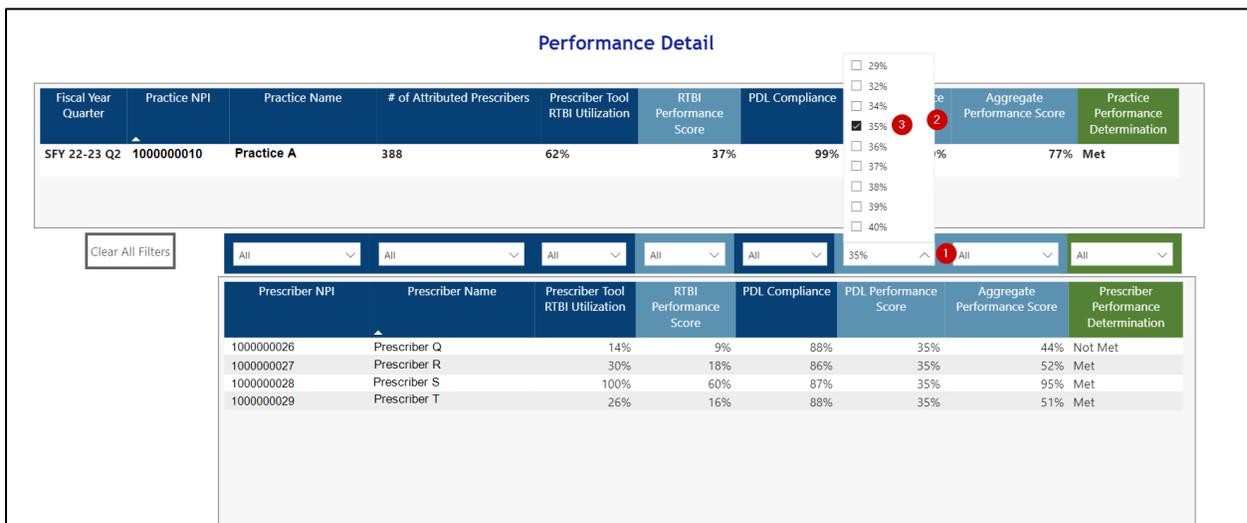


Figure 2-8. Dashboard - Detail Filter (1)

4. Select multiple field filters to refine results.
5. Click the **Clear All Filters** box to return to non-filtered results.

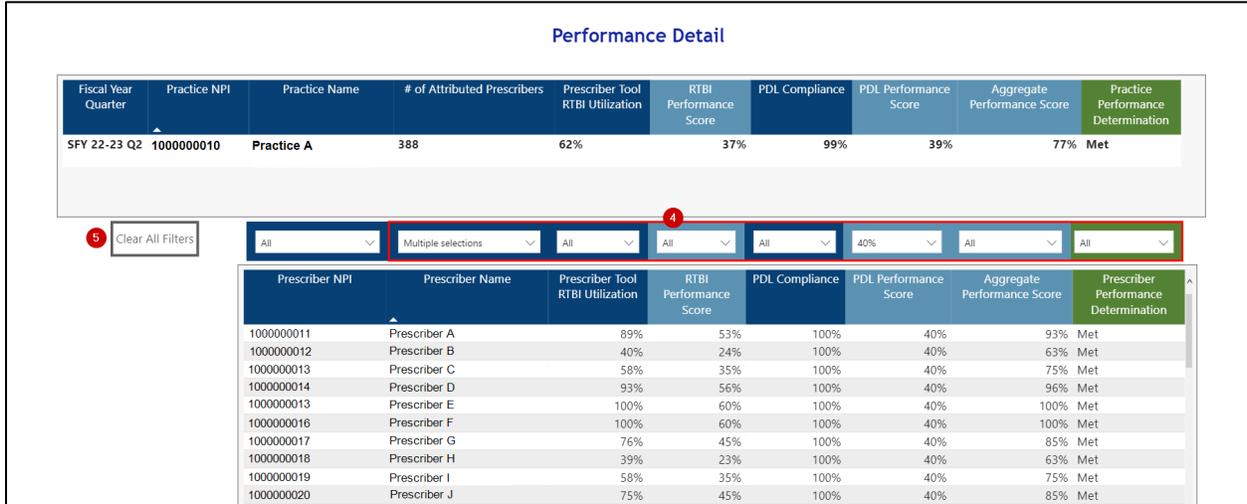


Figure 2-9. Dashboard - Detail Filter (2)

2.4.2. Sort Performance Detail Results

Figure 2-10 on the following page provides an example of how to sort the data within the table. Please note that you will not be able to sort multiple columns.

1. Click on a column header.
2. The bottom left of the header will show an arrow.
3. The column can sort records in ascending or descending order.

Performance Detail

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	100000010	Practice A	388	62%	37%	99%	39%	77%	Met

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
100000011	Prescriber A	89%	53%	100%	40%	93%	Met
100000012	Prescriber B	40%	24%	98%	39%	63%	Met
100000013	Prescriber C	58%	35%	100%	40%	75%	Met
100000014	Prescriber D	93%	56%	100%	40%	96%	Met
100000015	Prescriber E	100%	60%	100%	40%	100%	Met
100000016	Prescriber F	100%	60%	100%	40%	100%	Met
100000017	Prescriber G	76%	45%	100%	40%	85%	Met
100000018	Prescriber H	39%	23%	100%	40%	63%	Met
100000019	Prescriber I	58%	35%	100%	40%	75%	Met
100000020	Prescriber J	75%	45%	100%	40%	85%	Met
100000021	Prescriber K	62%	37%	94%	38%	75%	Met
100000022	Prescriber L	62%	37%	100%	40%	77%	Met
100000023	Prescriber M	0%	0%	100%	40%	40%	Not Met
100000024	Prescriber N	37%	22%	100%	40%	62%	Met
100000024	Prescriber O	46%	28%	100%	40%	68%	Met
100000025	Prescriber P	51%	31%	100%	40%	71%	Met

Figure 2-10. Dashboard - Detail Filter Sort

2.4.3. Right Click Functionality

The right click function allows the user to further modify the graph and table. It does not however, act as a filter, so you will need to refresh the page to restore to the original view.

When right-clicking on certain visuals, you may notice that a context menu appears. This feature allows you to perform one or more of the following additional operations on the visual:

- Copy: This allows you to copy the value or copy the selections.
- Show as table: This will expand the visual that you are viewing in a new window.
- Include/Exclude: This will apply a filter to the selected data. If you exclude a data point, you will need to refresh the page in order to restore all values.

Right click results are different for the Practice table and the attributed provider table. Examples are provided in *Figures 2-11 through 2-21* on the following pages.

Right-click: Copy value and selection

1. Right-click and select *Copy*.
2. Select either *copy value* – to copy the right-clicked valued – or *copy selection* – to copy the whole record.



Performance Detail

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	100000010	Practice A	388	62%	37%	99%	39%	77%	Met

Figure 2-11. Right-click to Copy Value or Selection on the Practice Table

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
100000011	Prescriber A	89%	53%	100%	40%	93%	Met
100000012	Prescriber B	62%	37%	99%	39%	63%	Met
100000013	Prescriber C	35%	24%	100%	40%	75%	Met
100000014	Prescriber D	56%	60%	100%	40%	96%	Met
100000015	Prescriber E	100%	60%	100%	40%	100%	Met
100000016	Prescriber F	100%	60%	100%	40%	100%	Met
100000017	Prescriber G	76%	45%	100%	40%	85%	Met
100000018	Prescriber H	39%	23%	100%	40%	63%	Met
100000019	Prescriber I	58%	35%	100%	40%	75%	Met
100000020	Prescriber J	75%	45%	100%	40%	85%	Met
100000021	Prescriber K	62%	37%	94%	38%	75%	Met
100000022	Prescriber L	62%	37%	100%	40%	77%	Met
100000023	Prescriber M	0%	0%	100%	40%	40%	Not Met
100000024	Prescriber N	37%	22%	100%	40%	62%	Met
100000024	Prescriber O	46%	28%	100%	40%	68%	Met
100000025	Prescriber P	51%	31%	100%	40%	71%	Met

Figure 2-12. Right-click to Copy Value or Selection on the Attributed Prescribers Table

Right-click: Show as table

1. Right-click and select *Show as a table*.

Performance Detail

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	100000010	Practice A	388	62%	37%	99%	39%	77%	Met

Figure 2-13. Right-click to Show as Table for the Practice Table

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
100000011	Prescriber A	89%	53%	100%	40%	93%	Met
100000012	Prescriber B	62%	37%	99%	39%	63%	Met
100000013	Prescriber C	35%	24%	100%	40%	75%	Met
100000014	Prescriber D	56%	60%	100%	40%	96%	Met
100000015	Prescriber E	100%	60%	100%	40%	100%	Met
100000016	Prescriber F	100%	60%	100%	40%	100%	Met
100000017	Prescriber G	76%	45%	100%	40%	85%	Met
100000018	Prescriber H	39%	23%	100%	40%	63%	Met
100000019	Prescriber I	58%	35%	100%	40%	75%	Met
100000020	Prescriber J	75%	45%	100%	40%	85%	Met
100000021	Prescriber K	62%	37%	94%	38%	75%	Met
100000022	Prescriber L	62%	37%	100%	40%	77%	Met
100000023	Prescriber M	0%	0%	100%	40%	40%	Not Met
100000024	Prescriber N	37%	22%	100%	40%	62%	Met
100000024	Prescriber O	46%	28%	100%	40%	68%	Met
100000025	Prescriber P	51%	31%	100%	40%	71%	Met

Figure 2-14. Right-click to Show as Table for the Attributed Prescribers Table



2. The table will now appear on a separate page in full.
3. Click *Back to report* to return to the Practice Summary Dashboard and the Performance Detail tables.

Prescriber Tool Alternative Payment Model (APM)

Back to report 3

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	1922049014	Practice A	388	62%	37%	99%	39%	77%	Met

Figure 2-15. Practice Table as a Full Table

Prescriber Tool Alternative Payment Model (APM)

Back to report 3

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
1000000011	Prescriber A	69%	53%	100%	40%	93%	Met
1000000012	Prescriber B	40%	24%	98%	39%	63%	Met
1000000013	Prescriber C	58%	35%	100%	40%	75%	Met
1000000014	Prescriber D	93%	56%	100%	40%	96%	Met
1000000015	Prescriber E	100%	60%	100%	40%	100%	Met
1000000016	Prescriber F	100%	60%	100%	40%	100%	Met
1000000017	Prescriber G	76%	45%	100%	40%	85%	Met
1000000018	Prescriber H	39%	23%	100%	40%	63%	Met
1000000019	Prescriber I	58%	35%	100%	40%	75%	Met
1000000020	Prescriber J	75%	45%	100%	40%	85%	Met

Figure 2-16. Attributed Prescribers as a Full Table



Right-click: Include

1. Right-click and select *Include*.

Performance Detail

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	1000000010	Practice A	388	62%	37%	99%	39%	77%	Met

1

Figure 2-17. Right-click Practice Record

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
100000011	Prescriber A	89%	53%	100%	40%	93%	Met
100000012	Prescriber B	24%	24%	98%	39%	63%	Met
100000013	Prescriber C	35%	35%	100%	40%	75%	Met
100000014	Prescriber D	56%	56%	100%	40%	96%	Met
100000015	Prescriber E	100%	60%	100%	40%	100%	Met
100000016	Prescriber F	100%	60%	100%	40%	100%	Met
100000017	Prescriber G	76%	45%	100%	40%	85%	Met
100000018	Prescriber H	39%	23%	100%	40%	63%	Met
100000019	Prescriber I	58%	35%	100%	40%	75%	Met
100000020	Prescriber J	75%	45%	100%	40%	85%	Met
100000021	Prescriber K	62%	37%	94%	38%	75%	Met
100000022	Prescriber L	62%	37%	100%	40%	77%	Met
100000023	Prescriber M	0%	0%	100%	40%	40%	Not Met
100000024	Prescriber N	37%	22%	100%	40%	62%	Met
100000024	Prescriber O	46%	28%	100%	40%	68%	Met
100000025	Prescriber P	51%	31%	100%	40%	71%	Met

1

Figure 2-18. Right-click Prescriber Affiliated Record

2. Only the record right-clicked to include will display in the table

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
100000011	Prescriber A	89%	53%	100%	40%	93%	Met

Figure 2-19. Prescriber Affiliated Record Included

Right-click: Exclude

1. Right-click and select *Exclude*.

Performance Detail

Fiscal Year Quarter	Practice NPI	Practice Name	# of Attributed Prescribers	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Practice Performance Determination
SFY 22-23 Q2	1000000010	Practice A	388	62%	37%	99%	39%	77%	Met



Figure 2-20. Right-click Exclude on a Practice Record

Clear All Filters

Prescriber NPI	Prescriber Name	Prescriber Tool RTBI Utilization	RTBI Performance Score	PDL Compliance	PDL Performance Score	Aggregate Performance Score	Prescriber Performance Determination
1000000011	Prescriber A	53%	100%	40%	93%	Met	
1000000012	Prescriber B	24%	98%	39%	63%	Met	
1000000013	Prescriber C	35%	100%	40%	75%	Met	
1000000014	Prescriber D	56%	100%	40%	96%	Met	
1000000015	Prescriber E	100%	60%	100%	100%	Met	
1000000016	Prescriber F	100%	60%	100%	100%	Met	
1000000017	Prescriber G	76%	45%	100%	85%	Met	
1000000018	Prescriber H	39%	23%	100%	63%	Met	
1000000019	Prescriber I	58%	35%	100%	75%	Met	
1000000020	Prescriber J	75%	45%	100%	85%	Met	
1000000021	Prescriber K	62%	37%	94%	75%	Met	
1000000022	Prescriber L	62%	37%	100%	77%	Met	
1000000023	Prescriber M	0%	0%	100%	40%	Not Met	
1000000024	Prescriber N	37%	22%	100%	62%	Met	
1000000024	Prescriber O	46%	28%	100%	68%	Met	
1000000025	Prescriber P	51%	31%	100%	71%	Met	



Figure 2-21. Right-click Exclude on a Prescriber Affiliated Record

2. The record selected to exclude will no longer appear in the table.
3. Remember that you will need to refresh the page to restore the original view.

3. Technical Assistance

Myers and Stauffer will respond to requests for technical assistance relating to access and functionality of the Prescriber Tool APM performance dashboards. You may reach us by submitting an email to corxapm@mslc.com. Please clearly document your question or need for assistance so that we can quickly triage the request to the appropriate team member for response. We will respond within one business day of the request.