Notes:

A) If an EP chooses to establish eligibility with a group, the eligibility data entered by the group rep in Group/Clinic Representative Step 2: Group/Clinic Info will automatically populate the Provider Step 2: Eligibility.

B) When a group rep adds a Provider to their group (Step 3. Group/Clinic Representative Manage Providers), the EP will see their group association(s) under EP Step 1: About You and can choose to establish eligibility with a group, or on their own. This designation occurs in EP Step 1: About You.

* A Provider may designate a delegate to enter the SLR on their behalf by signing the “Delegation of Authority” form. The Provider must also sign the Attestation form that is uploaded into the SLR.
Group/Clinic Representative

1) About Your Group
2) Group/Clinic Info
3) Manager Providers in Your Group
4) Certified EHR Technology & Group Statement
5) Submit Group Statement
6) OPTIONAL: Print Express Attestations for Providers in Your Group to sign

Only Providers Register at the NLR

Locked After this step

Now Providers enter NLR and then SLR to Attest and Submit

Group/Clinic Representative may enter SLR on Provider’s behalf, enter data, and submit Express Attestation that has been signed by Provider
Eligible Provider or Delegate*

1) About You
2) Eligibility Info
3) Certified EHR Technology
4) Attestation
5) Submit

* A Provider may designate a delegate to enter the SLR on their behalf by signing the “Delegation of Authority” form. The Provider must also sign the Attestation form that is uploaded into the SLR.

If applying as a member of a group, eligibility information will have been entered for you by your Group/Clinic Representative.

If applying on your own, will need to provide information to meet eligibility.

Locked After this step
Create Proxy Account

Choose Provider

1) About You

Member of a group

If your Provider is applying as a member of a group, eligibility information will have been entered by the Group/Clinic Representative

On your own

If your Provider is applying on their own, you will need to provide information to meet eligibility

2) Eligibility Info

3) Certified EHR Technology

Provider will have to complete steps 4 and 5

4) Attestation

Locked After this step

5) Submit