



Comprehensive Primary Care Plus (CPC+)

A new model for primary care in America

CPC+ Practice Application Checklist

This checklist details the information that your practice will need to complete the CPC+ Application, as well as a comprehensive list of all documents that your practice is required to submit with your application.

Please note that not all documents are required from all applicants; some documents are specific to the Track for which an applicant is applying, and some are required only from practices with specific ownership organization. It is the responsibility of the applicant to ensure that you include all items that are required for your specific circumstances.

All documents must be signed, scanned, and uploaded to the application portal at <https://app1.innovation.cms.gov/cpcplus/>. Please retain the original, signed letters. If you have any questions about what your practice is required to submit, please contact CMS at CPCPlusapply@telligen.com or 1-877-309-6114.

**CPC+ Practice
Application
Period**

May 18 – July 13, 2017

Gather the following information for each practice site before beginning your application:

- Contact information:**
 - Applicant Contact (individual completing the application)
 - Practice Site Contact (required if the Applicant Contact is not the primary contact in the practice or does not work in the practice)
 - Health Information Technology Contact (individual who administers your practice's EHR and other health IT)
- Total number of individual physicians, nurse practitioners, physician assistants and clinical nurse specialists who provide patient care at your practice and practice under their own NPI.**
- Primary care practitioners, including full-time and part-time staff in your practice:**
 - Number of physicians, NPs, PAs, CNSs
 - For each primary care practitioner:
 - Name
 - NPI
 - Practitioner Type
 - Specialty
 - If the practice is the practitioner's primary site and/or if the practitioner practices at another location

If your practice is owned and operated by a larger health care organization or parent organization:

- Name of organization (If other practices from your organization are applying to CPC+, please use identical text in this field)
- Corporate address and phone number
- Name of a primary organizational contact (contact within your organization who can provide information on each of the practices that applied to CPC+ in your organization)
- Number of Eligible Clinicians that are part of this organization

All TINs used by your practice to bill Medicare since January 1, 2013

Medicare Shared Savings Program ACO name and TIN (if applicable)

CMS EHR Certification ID and Vendor Name

Information about each Health IT tool used:

- Vendor name
- Product name
- Version
- Identify if it is the primary certified EHR in your practice
- CPC+ Function (if applicable; Track 2 only)

Practice revenue and budget information:

- Total revenue in 2016
- Total 2016 revenue by specified payer
- Percentage of patients by insurance type (e.g., commercial, Medicare)

Care delivery information to answer application questions about care management, access, and quality improvement.

Organizations through which your practice has received Medical Home recognition (if applicable)

Percentage of patients by race and preferred language

Number of total active patients (cared for in the last 24 - 36 months) that your practice serves

A completed application for CPC+ will also include the following additional documents:

- Letter of support from your practice's clinical leadership: each practice must submit a letter of support from leadership at the practice site
- Letter from owner or parent organization regarding segregation of CPC+ funds (if applicable)
- Letter from SSP ACO leadership regarding segregation of CPC+ funds (if applicable)
- Letter of support from Health Information Technology vendor (Track 2 applicants only), if vendor has not submitted a Global Letter of Support
- A list of all other practices that are applying to CPC+ from the same health system, ACO, or other practice grouping as your practice, uploaded into the Excel spreadsheet provided (if applicable)

**For questions related to
CPC+ practice applications,
please contact**



CPCPlusapply@telligen.com