

Log in to HQR

Got to the menu on the left side of the screen

Select "Data Submissions"

Select "Chart Abstracted" tab at the top

Select "Data Form"

Find OQR and then select "Launch Data Form"

Select encounter quarter from the drop down at the upper right

Find the line for OQR-ED and then select "View"

Then select "Add Case"

Enter patient information/data

Then select "Submit"

Now you are ready to select "Add Case" again for your next patient.