

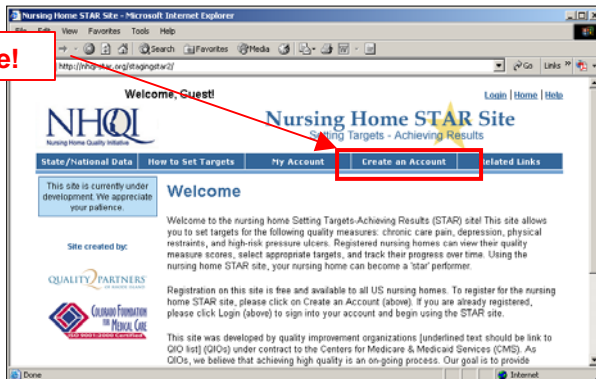
Quick Start Instructions: How to Create a STAR Account and Set Targets



Follow these steps to create an account and set targets.

1. Open a Web browser (i.e., Internet Explorer, Netscape) and go to www.nhqi-star.org.
2. Create an account using your Medicare/Medicaid provider number by clicking on *Create an Account* in the top navigation bar.

Click here!



3. Once you create an account, enter the requested username, password and contact information to complete your facility's profile. Click *Save* to store your information.
4. Login using your username and password that you have just established.
5. Click on *My Data Comparison* in the left navigation bar to view your facility's QM trend reports. The trend reports show QM data to a tenth of a percent.
6. To browse targets, click *My Target Setting* in the left navigation bar and select a performance-based or fill-in-the-blank method for target setting. When selecting a target, think about what is achievable. What can your nursing home achieve in a year?
7. Once you've identified an achievable target, enter the target in the blank provided and click *Ok*. (You can track progress towards your targets by revisiting the *My Data Comparison* page.)

Did You Set Targets Previously?

If so, you need to revisit the STAR site and set your new targets. You can keep the same goals or establish new ones. *If you can't remember your username and/or password, notify a member of the KFMC NH Team at 1-800-432-0770 for assistance.

Establish new targets:

1. Go to www.nhqi-star.org and login using your username and password.
2. Under *My Target Setting*, click *Set Target* for first measure.
3. Enter your new target.
4. Click on *Save Target* to save new target.
5. Continue this process for all additional measures of interest.

Reset targets using the same goals:

1. Go to www.nhqi-star.org and login using your username and password.
2. Under *My Target Setting*, click *Set Target* for first measure.
3. Click on *Save Target* to save the same target.
4. Continue this process for all additional measures of interest.

