Call for Measures Web Posting

***INSTRUCTIONS****: This form is primarily for measure developers. Please note that all CMS measure contract deliverables must meet accessibility standards as mandated in Section 508 of the Rehabilitation Act of 1973. This template is 508 compliant. You may not change the template format or non-italicized text. Any change could negatively impact 508 compliance and result in delays in the CMS review process. For guidance about 508 compliance, CMS’s* [*Creating Accessible Products*](https://www.cms.gov/research-statistics-data-systems/section-508/public/creating-accessible-products)*[[1]](#footnote-2)*External link icon *website may be a helpful resource.*

***POSTING INSTRUCTIONS***

* *Send submissions to the* [*Measures Management System (MMS) Support*](mailto:MMSSupport@battelle.org)*External link icon inbox for posts on the* [Call for Measures](https://mmshub.cms.gov/get-involved/call-for-measures)*External link icon webpage.*
* *Posting time frame*
* *Allow* ***at least 5 business days*** *for processing your post. The Measures Manager may post prior to this time frame.*
* *If you need your post published on a specific date, note this in your email and we (the Measures Manager) will work with CMS to accomplish by this date/time.*
* *Posting format*
* *Submit the* ***Web posting document*** *in* ***Microsoft Word format*** *(every post must include a web posting document).*
* *All* ***other documents/attachments*** *to the post should be* ***508 compliant*** *and submitted in* ***PDF format****. Note: Tables must have repeated headers on every page.*

***NOTE TO NON-CMS-CONTRACTED MEASURE DEVELOPERS OR NON-MEASURE DEVELOPERS****: You may edit the Project Overview language to reflect that your organization does not have a measure development contract; however, you must make it clear that your organization is issuing the call for measures, not CMS.****PLEASE DELETE THIS INTRODUCTORY SECTION (TEXT ABOVE THE LINE) BEFORE SUBMISSION. CMS-CONTRACTED*** ***MEASURE DEVELOPERS MUST USE THE MOST CURRENT PUBLISHED VERSION OF ALL TEMPLATES AND SHOULD CHECK THE*** [***CMS MMS HUB***](https://mmshub.cms.gov/)External link icon ***FOR UPDATES BEFORE SUBMISSION.***

**Project Title: *List the project title as it should appear on the web posting****.*

**Dates:**  
The Call for Measures period opens on ***date*** and closes on ***date***.  
  
**Project Overview:**The Centers for Medicare & Medicaid Services (CMS) *contracted with* *measure developer name* to develop *measure (set) name or description*. The *contract* name is *insert name*. The *contract* number is *project number*. As part of its measure development process, *measure developer name* requests that interested parties submit candidate or concept measures that may be suitable for this project. *Please provide a one- or two- sentence description of the purpose/objective of your project.*   
  
**Instructions:**When submitting measures and/or concepts for consideration, include all required documentation using these instructions.  
  
Send all submissions by the end of the Call for Measures period.  
  
Email the completed form and any attachments to *insert email address*.

* Submit the candidate measures and/or concepts with relevant information from the Measure Information Form for each.
* If you are submitting fully developed or endorsed measures, attach any additional measure information to the email.
* Provide appropriate contact information with the submission.

1. Centers for Medicare & Medicaid Services. (n.d.). *Creating accessible products*. Retrieved April 5, 2022, from <https://www.cms.gov/research-statistics-data-systems/section-508/public/creating-accessible-products> [↑](#footnote-ref-2)