How to assign the PCN organisation Role within CQRS

After CQRS has calculated each PCN's Achievement Points and Achievement Payments for indicators extracted from GP systems, before payments can be made (i) PCNs must declare these data and calculations, and (ii) these declarations must receive commissioner and financial approval.

In order to enable timely declaration, please ensure you have two nominated persons within CQRS. Commissioners can give a CQRS user the power to make declarations on behalf of a PCN by assigning the PCN organisation role to them.
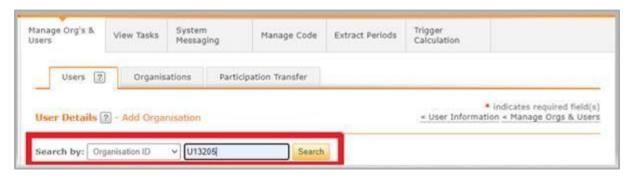
Commissioners can assign the PCN organisation role to a user within the Administrative Tasks and User Management tab. Please see the following steps on how to add the PCN to the nominated persons CQRS account:

- Search for the user in CQRS and click into their account
- Click 'add organisation'
- Search by 'organisation ID' and enter the PCN code, click search
- Tick the check box for the PCN and click submit
- The nominated person will require the 'declaration management' permission to declare the achievement on behalf of the PCN
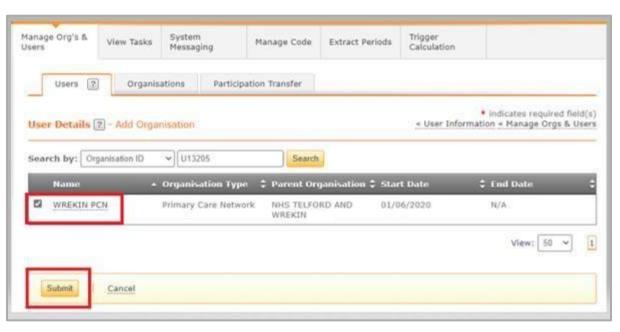
- Click submit at the bottom of the page

User Details ?

« Manage Orgs & Users

* indicates required field(s)

Email Address:
lyndsey 123@nhs.net

Title:
-- ∨

First Name: *
Lyndsey

Last Name: *
Proctor

User ID:
lpr123

Work Phone: *
00000000000

Mobile Phone:

CQRS Access
● Enabled   ○ Disabled

Resend Registration Email

Organisation Access

Add Organisation

| Manage Org's & Users | View Tasks | System Messaging | Manage Code | Extract Periods | Trigger Calculation |

Users ?   Organisations   Participation Transfer

User Details ? - Add Organisation

« User Information « Manage Orgs & Users

* indicates required field(s)

Search by: Organisation ID ∨ U13205   Search

Submit   Cancel

| Manage Org's & Users | View Tasks | System Messaging | Manage Code | Extract Periods | Trigger Calculation |

Users ?   Organisations   Participation Transfer

User Details ? - Add Organisation

« User Information « Manage Orgs & Users

* indicates required field(s)

Search by: Organisation ID ∨ U13205   Search

Name	Organisation Type	Parent Organisation	Start Date	End Date
☑ WREKIN PCN	Primary Care Network	NHS TELFORD AND WREKIN	01/06/2020	N/A

View: 50 ∨ 1

Submit   Cancel

U13205 - WREKIN PCN   Remove Organisation

Parent Organisation: NHS TELFORD AND WREKIN

Organisation Type: Primary Care Network

Access Requested: 26/04/2021

Role(s): * Select All

Note: When no payment type is selected, all types are included

☐ Achievement Entry

☐ Declaration Management

☐ Finance View

☐ Organisation Administrator

☐ PCN Management

☐ PCN View

☐ Service Management

☐ Supervisor

☐ User Administrator

☐ View

U13205 - WREKIN PCN   Remove Organisation

Parent Organisation: NHS TELFORD AND WREKIN

Organisation Type: Primary Care Network

Access Requested: 26/04/2021

Role(s): * Select All

Note: When no payment type is selected, all types are included

☐ Achievement Entry

☐ Declaration Management

☐ Finance View

☐ Organisation Administrator

☐ PCN Management