# EQRS New User Training
# Adding Medical Personnel

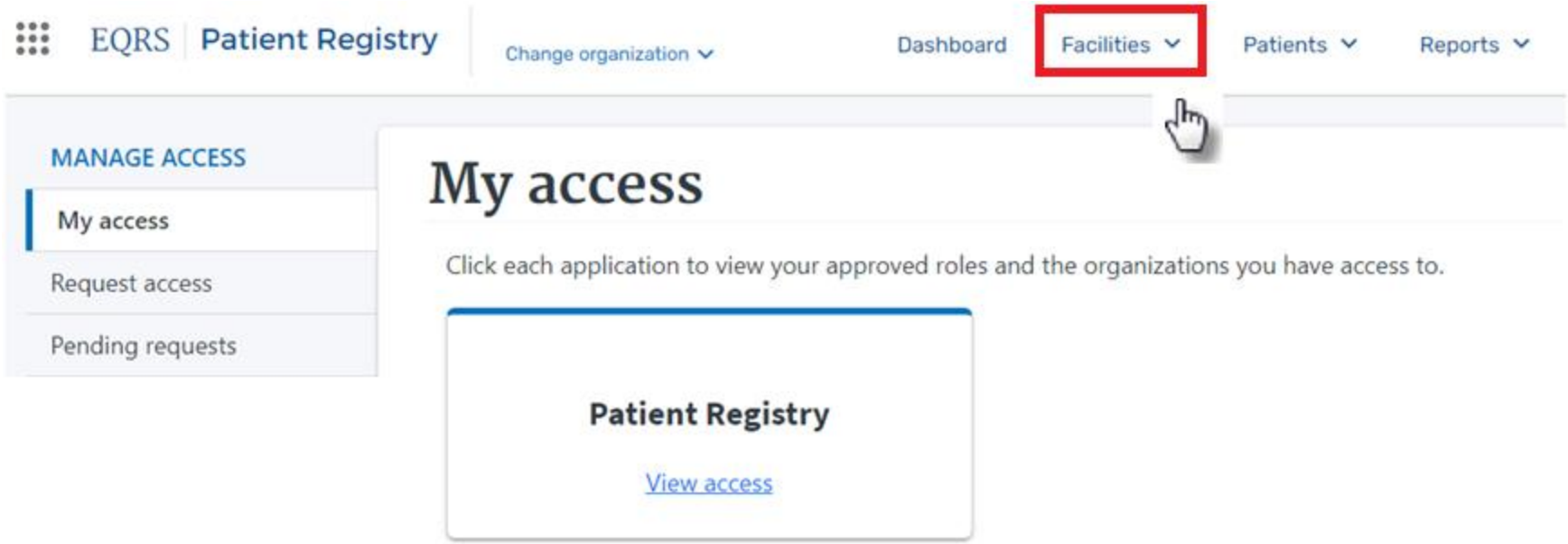
**End Stage Renal Disease Quality Reporting System**

# Today's Trainer

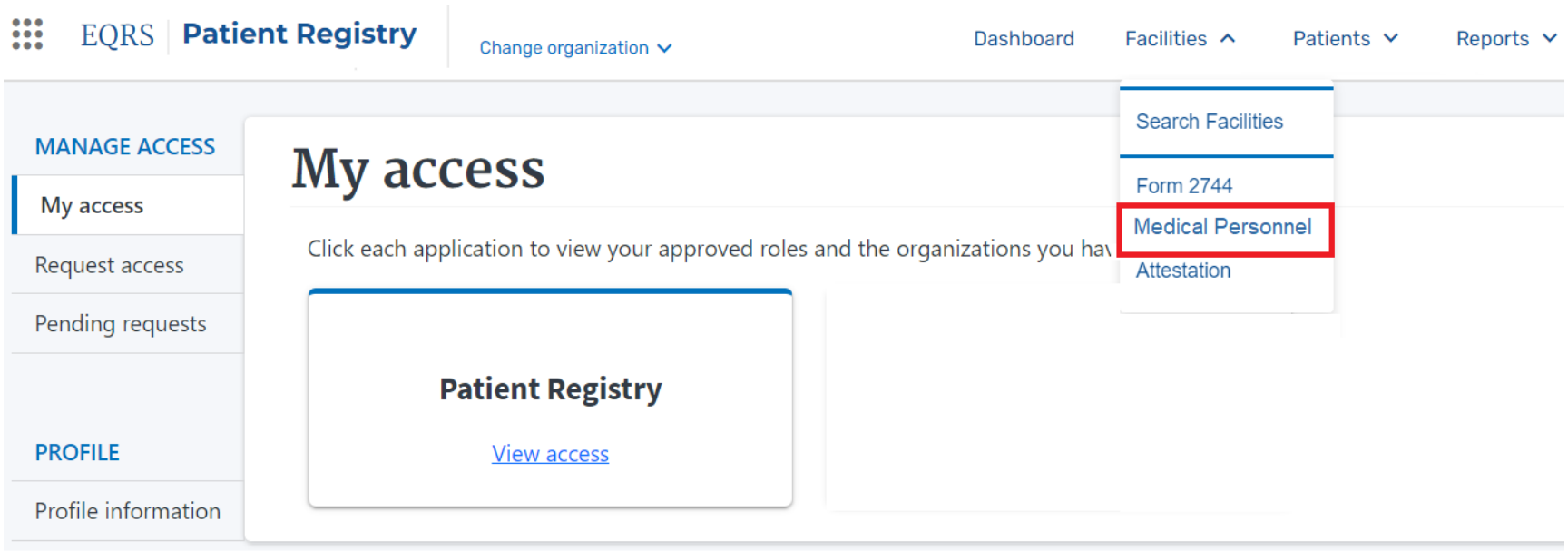
**ESRD Quality Program Support (QPS)**

**Tricia Phulchand BSN, RN**

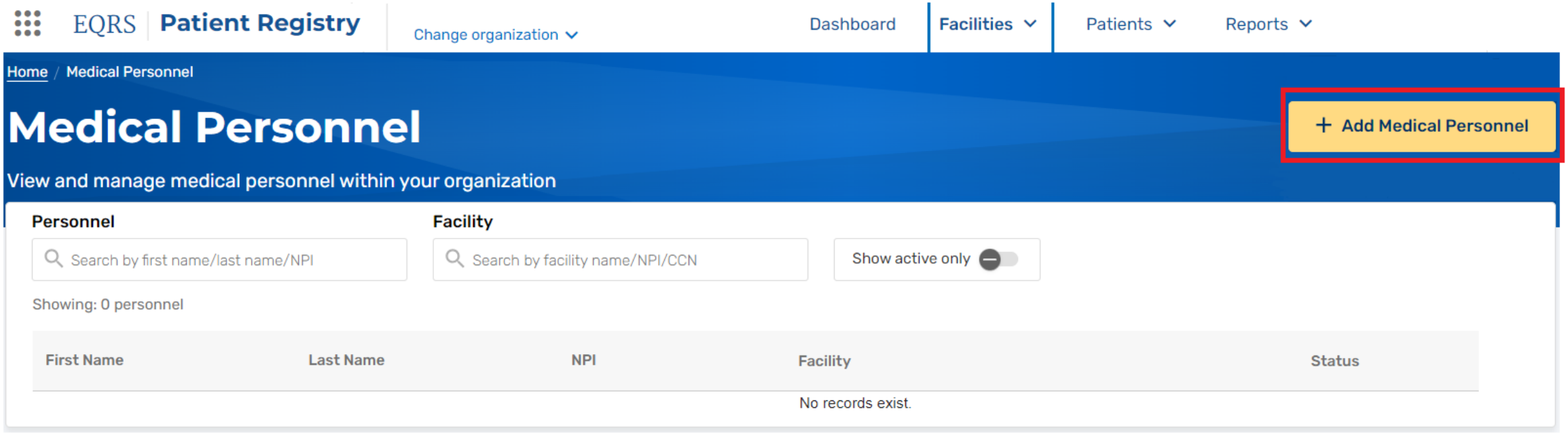
# Click Facilities



# Click Medical Personnel

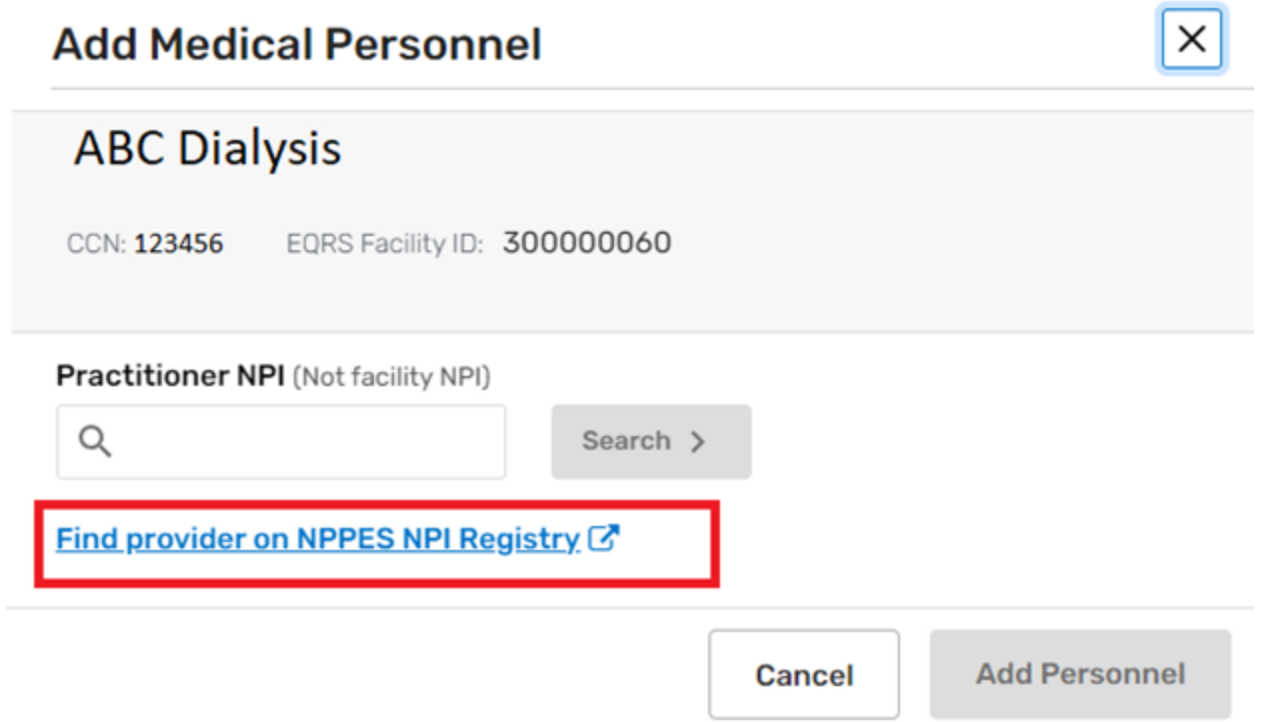


# Click Add Medical Personnel



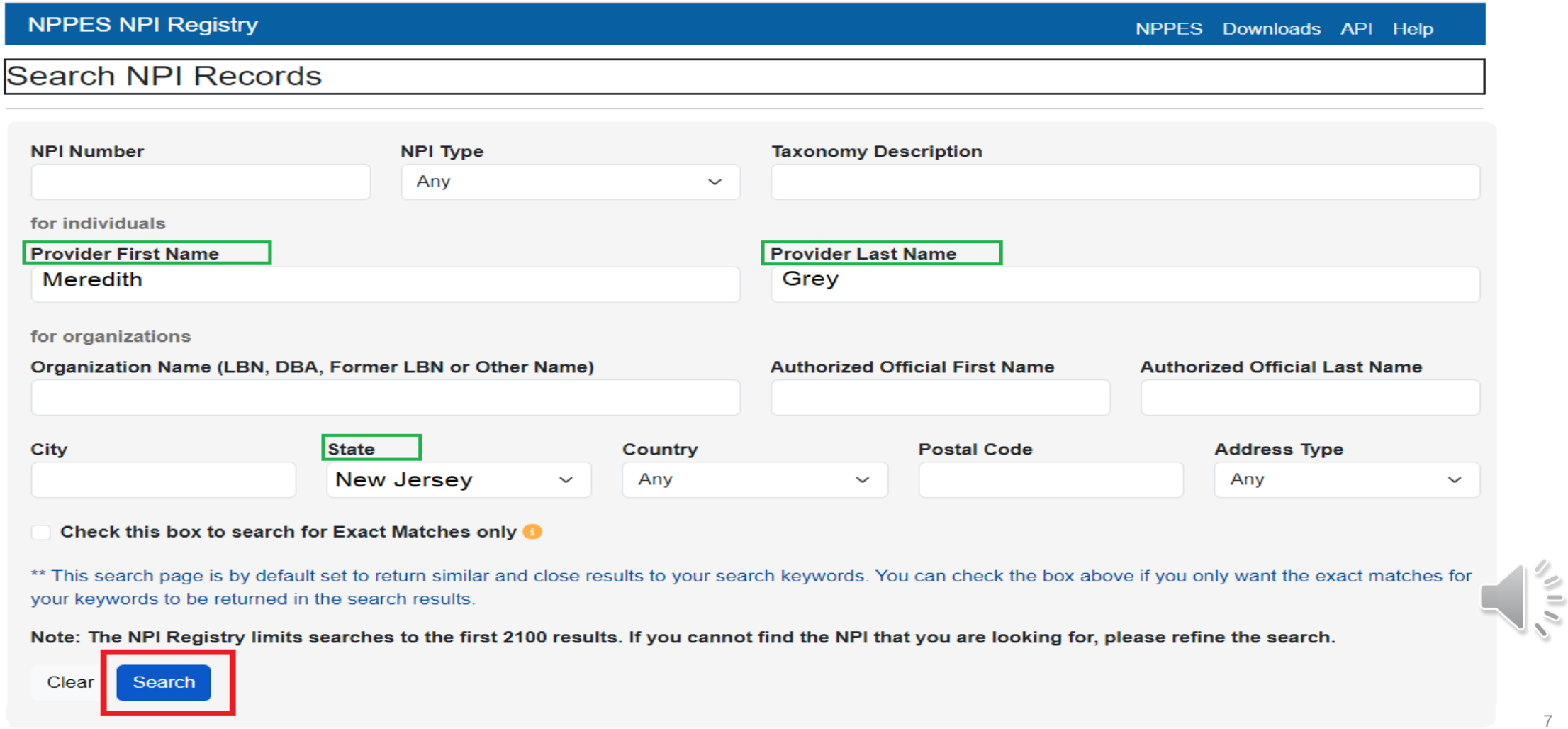
# Adding Medical Personnel when NPI is unknown

Step 1: Click on Find provider on National Plan & Provider Enumeration System (NPPES) NPI Registry.



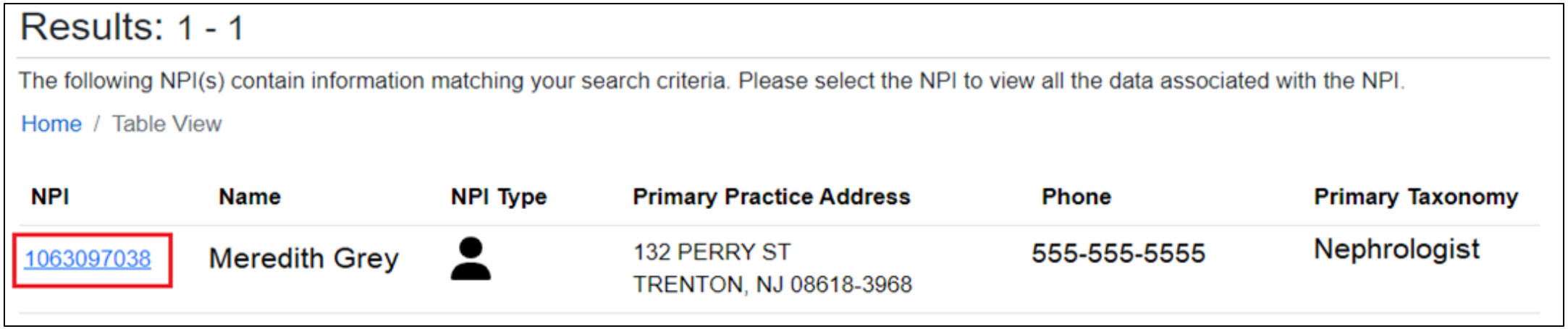
# Search for Physician Name

Enter the physician's first and last name and any other pertinent information including state and possibly the city to assist in narrowing the search.



# Search Results

Write down the NPI and keep it at hand to enter it in the Practitioner field in EQRS.



Results: 1 - 1

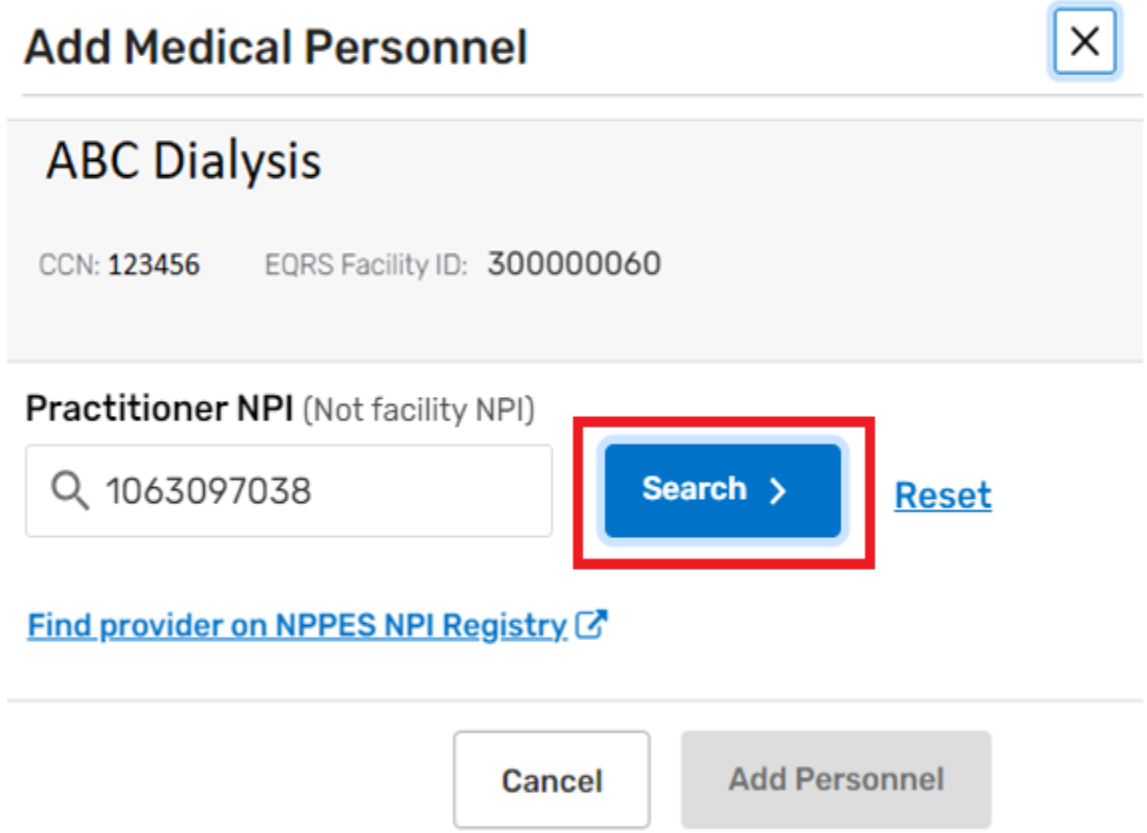
The following NPI(s) contain information matching your search criteria. Please select the NPI to view all the data associated with the NPI.

Home / Table View

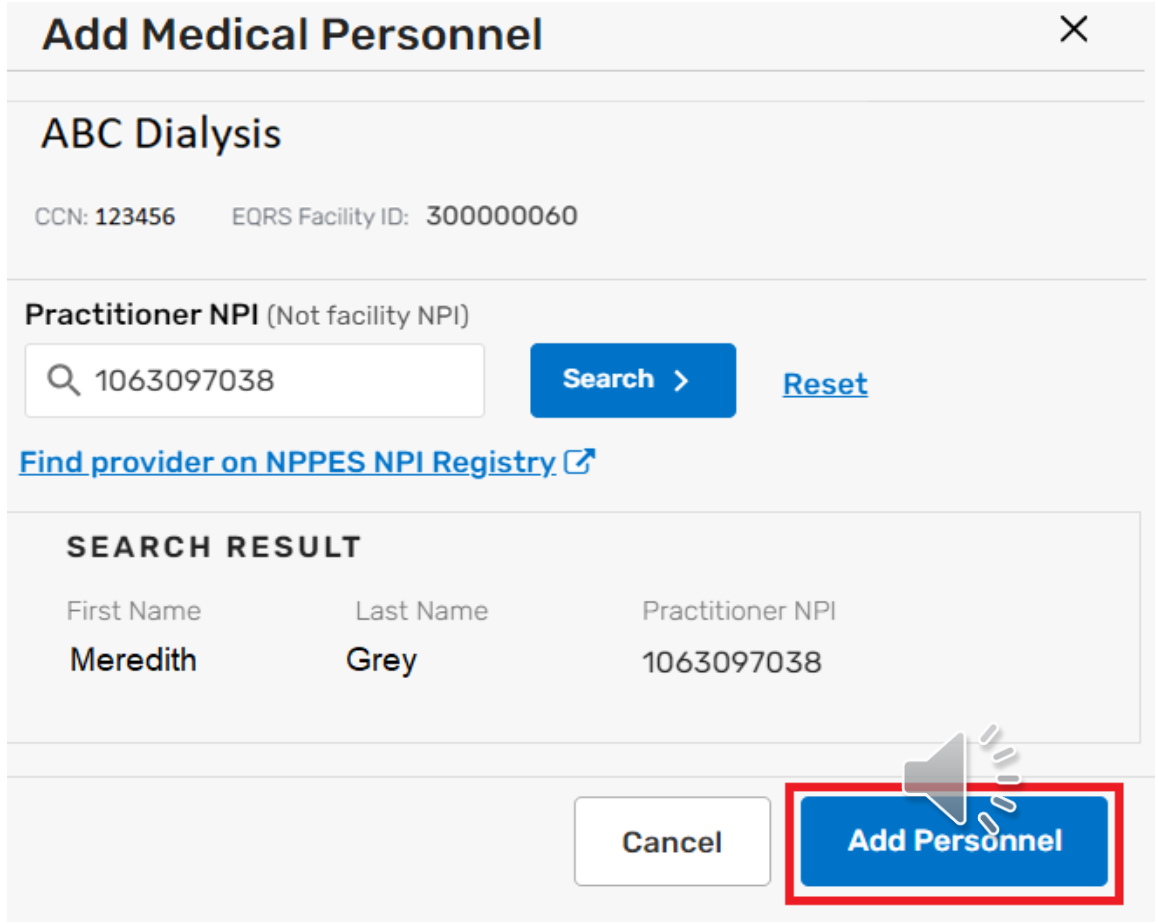
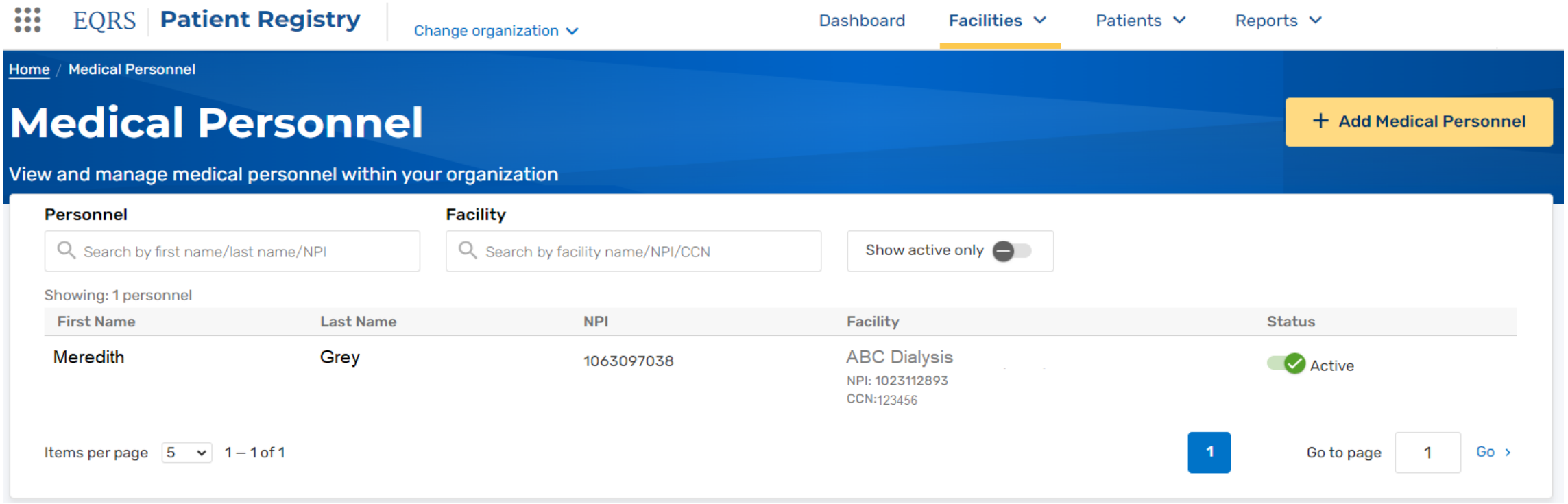
| NPI | Name | NPI Type | Primary Practice Address | Phone | Primary Taxonomy |
|---|---|---|---|---|---|
| 1063097038 | Meredith Grey | | 132 PERRY ST<br>TRENTON, NJ 08618-3968 | 555-555-5555 | Nephrologist |

# Adding Medical Personnel with known NPI

Step 1: Enter NPI in Practitioner NPI field and click Search.




Step 2: Click Add Personnel.



# Medical Personnel has been added