Texas Tech University Health Sciences Center El Paso
Institutional Compliance Procedure

Procedure: Review Data Utilizing Open Payments System PRO	
Effective Date: July 1, 2019	**Reviewed/Revised:**
References: HSCEP OP 10.05	
TTUHSC El Paso Institutional Compliance Website: http://elpaso.ttuhsc.edu/compliance/	

Procedure Statement

The purpose of this procedure is to outline the process for reviewing data utilizing the open payments system.

Scope

To assist the compliance staff with the process of reviewing data via the open payments system.

Procedure

Procedure for reviewing data utilizing the open payments system

1. Open the most current faculty staff spreadsheet from the excluded provider folder.
   a. Filter the spreadsheet to remove all individuals that are not providers.
   b. Save a copy of the spreadsheet in the following folder, "**S:\Conflict of Interest\2019\Open payments"** please note that the year will change depending on when you do this.
2. Open an Internet browser.
3. Type the search instructions, "open payments".
4. Choose the entry that has the URL, https://www.cms.gov/openpayments/
5. Click on the following link, Use the Open Payments search tool to search and explore the data!

6. Click on advanced search

Search Open Payments

The Open Payments Search Tool is used to search payments made by drug and medical device companies to physicians and teaching hospitals.

> 🔍 Search Physician, Teaching Hospital, or Company by Name

Or use the **Advanced Search** ⬅

7. Utilizing the information from the spreadsheet enter the following information for each individual on the list:
   a. First name
   b. Last name, and
   c. City

8. Click search

| First Name	Last Name
City	State
ZIP/Postal Code	Country
Specialty	

☐ Include other name(s) reported in search. ❶

Please be patient, search results take a few moments to load.   **Search**

❶ For Best Search Results

9. Select the correct individual from the list, the general payment screen will appear, select the general payments option

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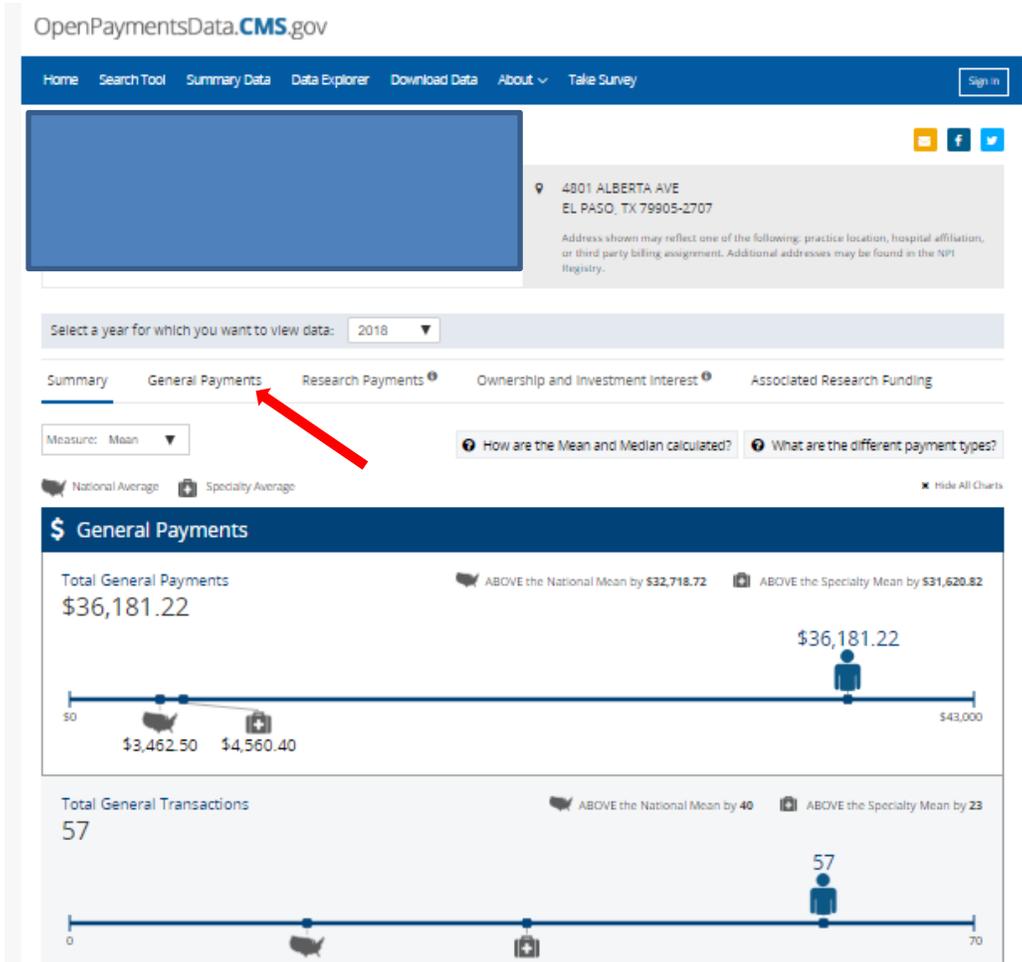
10. Select the table view

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OpenPaymentsData.**CMS**.gov

| Home | Search Tool | Summary Data | Data Explorer | Download Data | About ∨ | Take Survey | | Sign In |

⚠ Review or dispute your reported data

📍 4801 ALBERTA AVE
EL PASO, TX 79905-2707

Address shown may reflect one of the following: practice location, hospital affiliation, or third party billing assignment. Additional addresses may be found in the NPI Registry.

Select a year for which you want to view data: 2018 ▼

Summary   General Payments   Research Payments ❶   Ownership and Investment Interest ❶   Associated Research Funding

❶ What are the different payment types?

Top Companies Making General Payments

▲ Collapse this section

📊 Snapshot

🌀 Pie Chart

⊞ Table

Summary by Nature of Payment

▲ Collapse this section

11. If there are dollar amounts specific to a company greater than $10,000 print the page as a PDF and save it in the following folder, "**S:\Conflict of Interest\2019\Open payments**" please note that the year will change depending on when you do this. Utilize the following naming convention to save the new PDF; last name, first name

Company Making Payments ⬥	Total Payments ⬥	Total Amount ↓F	Total Amount (%)	⊞ Table
SALIX PHARMACEUTICALS, A DIVISION OF BAUSCH HEALTH US, LLC	31	$20,725.81	57.3%	
ALLERGAN INC.	21	$15,092.70	41.7%	
IRONWOOD PHARMACEUTICALS, INC	2	$163.44	0.5%	
MEDTRONIC USA, INC.	1	$93.27	0.3%	
VANDA PHARMACEUTICALS INC.	1	$91.34	0.3%	
SHIRE NORTH AMERICAN GROUP INC	1	$14.66	0.0%	

Displaying records **1–6** of 6.

12. Once an individual has been screened highlight the R number and name in orange if $10,000 and greater, or highlight the R number and name in yellow if below $10,000.
13. Repeat this process for each individual on the list.
    a. Be sure to save the spreadsheet after each session.

Frequency of Review
As needed.

Review Date: Revision Date: