

How to Register a Backup Administrator on the PCF PECS Website

1. The practice site administrator with an existing PCF PECS website account should visit <https://pcfpecs.org/> and click “Login.”



Primary Care First (PCF) Patient Experience of Care Survey (PECS) (CAHPS® with PCF supplemental items)
The official website for news and information about the PCF PEC Survey

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Welcome to the official site of the Primary Care First (PCF) Patient Experience of Care Survey (PECS) (CAHPS® with PCF supplemental items)

The Primary Care First (PCF) Patient Experience of Care Survey (PECS) (CAHPS® with PCF supplemental items) is designed to measure the experiences of people receiving care from Practice Sites participating in the Primary Care First (PCF) model. Beginning in 2021, the PCF PECS is conducted for PCF Practice Sites by survey vendors approved by the Centers for Medicare & Medicaid Services (CMS).

For more information on the background of the PCF PECS and participation requirements visit the About PCF PECS page. For information about how to become an approved PCF PECS vendor, please click on the Vendor Application Process link under the “General Information” tab above.

Viewers are encouraged to check this site, which is the official website for PCF PECS, regularly for updated information about PCF PECS.

For more information, please contact pcfpecs@rti.org or call 1-833-997-2715.

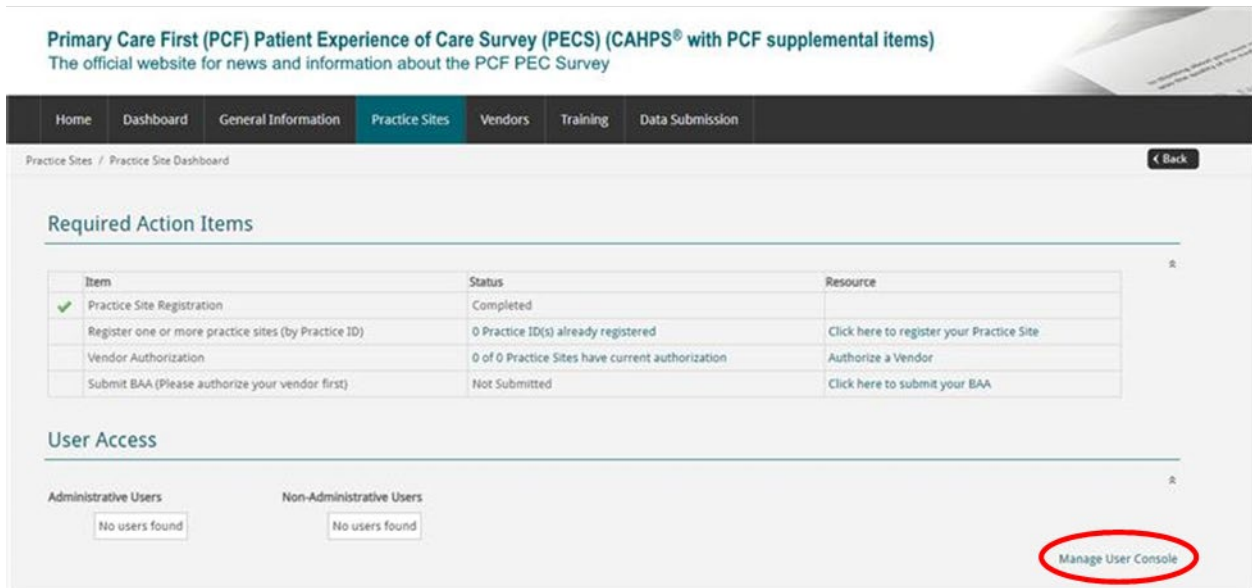
For information about the availability of auxiliary aids and services, please visit: <http://www.medicare.gov/about-us/nondiscrimination/nondiscrimination-notice.html>

Para información sobre esta encuesta o para hablar con alguien en español, por favor, comuníquese con el personal de coordinación de encuestas de PCF PECS por correo electrónico a la dirección pcfpecs@rti.org o puede llamar al número gratuito 1-833-997-2715.

Quick Links

- Frequently Asked Questions (FAQs)
- Submitting Quality Assurance Plan
- Submitting Revised Quality Assurance Plan
- Approved Survey Vendors
- Practice Site Responsibilities
- How to Register as Practice Site User
- How to Register a Practice Site
- How to Upload a Patient Roster
- How to Authorize a Vendor
- How to Delete a Survey Authorization
- How to Upload BAA
- How to Use the Online Validation Tool
- How to Download Sample Files
- How to Upload Your Final Data
- How to Upload Your Interim Data

2. From the personalized dashboard, click “Manage User Console.”



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Practice Sites / Practice Site Dashboard

Required Action Items

Item	Status	Resource
Practice Site Registration	Completed	
Register one or more practice sites (by Practice ID)	0 Practice ID(s) already registered	Click here to register your Practice Site
Vendor Authorization	0 of 0 Practice Sites have current authorization	Authorize a Vendor
Submit BAA (Please authorize your vendor first)	Not Submitted	Click here to submit your BAA

User Access

Administrative Users: No users found

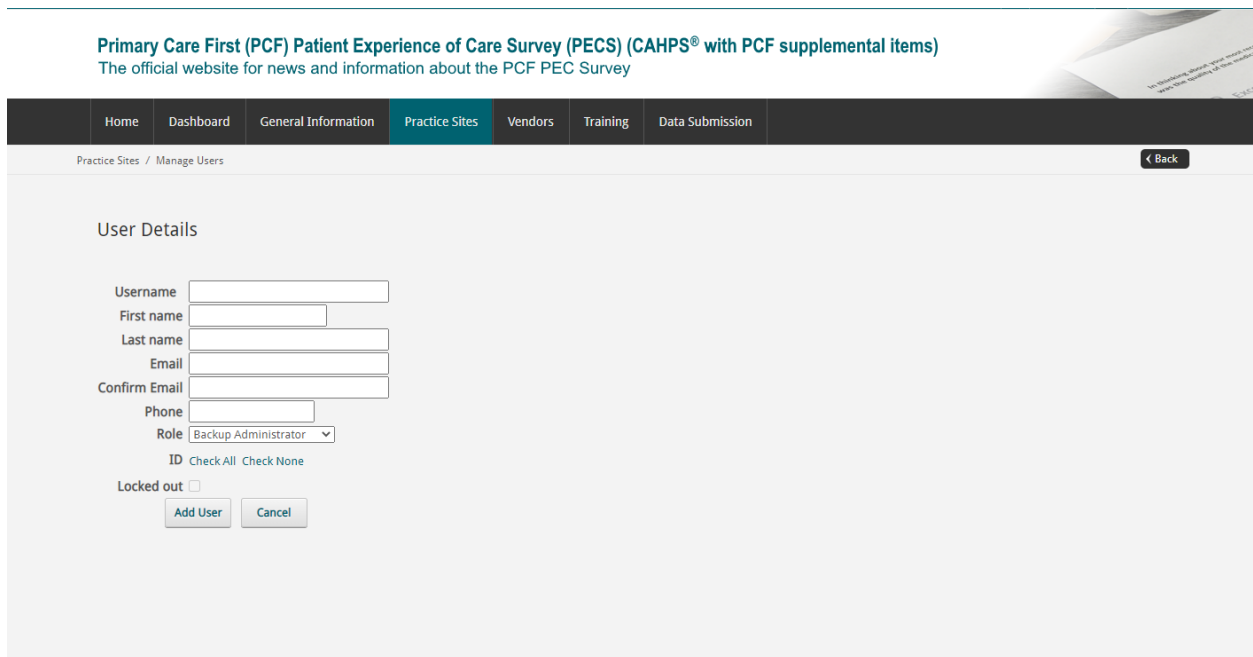
Non-Administrative Users: No users found

[Manage User Console](#)

3. Click “Add New User.”



4. Fill out the new user information under “User Details” and check the box(es) for the practice site IDs that you want to add the back-up administrator to.



5. Click “Add User” to complete the registration. The new user should receive an email confirmation welcoming them to the PCF PECS website.

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Practice Sites / Manage Users [Back](#)

User Details

Username

First name

Last name

Email

Confirm Email

Phone

Role Backup Administrator

ID Check All Check None

Locked out