



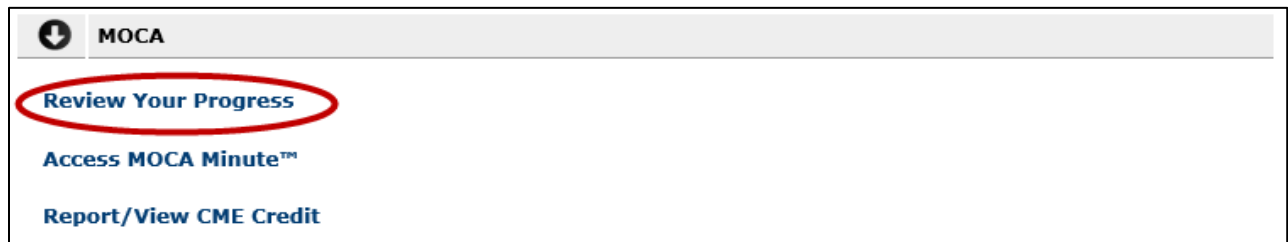
MOCA 2.0: REPORTING PART 4 ACTIVITIES

Step 1: Log into your portal account through our website at www.theABA.org.

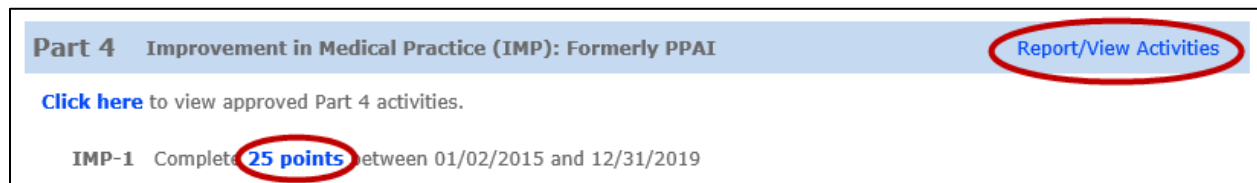


TIP: We recommend using Internet Explorer version 9 or higher or Google Chrome version 37 or higher. If you use Safari or Firefox, you will not be able to access all of the site's functionality.

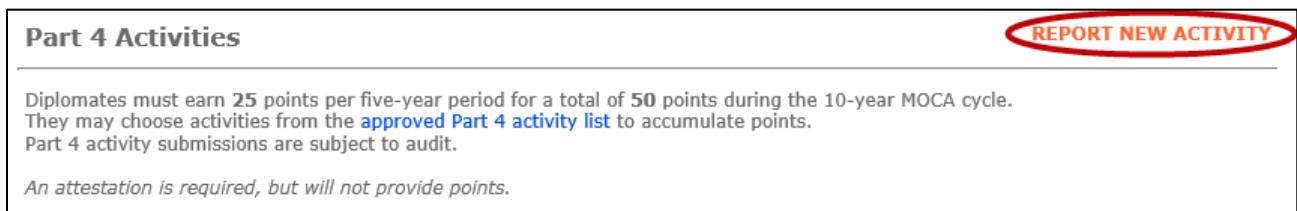
Step 2: Once you're logged in, click on "Review Your Progress" under the gray "MOCA" section.



Step 3: Go to Part 4 (near the bottom of the page) and click on "Report/View Activities" or "25 points."



Step 4: Click on the orange "Report New Activity" link.



Step 5: Click on the "approved Part 4 activity list" link to view the PDF of approved Part 4 activities and reporting templates. In the PDF, click on an activity name in the left column to see its description or click on the reporting mechanism in the right column to see the templates you can download, save and fill in.

Step 6: Enter the date you completed the activity, select the type of activity you completed and enter the number of hours you spent completing it. The maximum number of points you can claim for this activity will be displayed in orange.

Report Part 4 Activity

[Click here to access Part 4 reporting templates to download, complete and upload below.](#)

* Date Completed: ex: MM/DD/YYYY

* Type:

* Hours spent completing the activity:

Points:

Step 7: Upload the reporting template or additional supporting materials. The list of approved file types you can upload is displayed. Click the Browse button to locate the template you completed for the activity or the other supporting materials. Once you've selected it, click Upload. Then, click on the Submit button.

* Upload template/any supporting material:

Accepted file types: .doc, .docx, .gif, .jpg, .pdf, .png, .ppt, .pptx, .rtf, .txt, .xls, .xlsx

* Required Information

Step 8: Your completed activities will be displayed in your Part 4 completed activities list. You can view this list at any time by clicking on "Report/View Activities" in the Part 4 section of your MOCA Progress Report. Self-reported Part 4 activities are subject to audit.

Part 4 Improvement in Medical Practice (IMP): Formerly PPAI [Report/View Activities](#)

[Click here](#) to view approved Part 4 activities.

IMP-1 Requirement satisfied on 01/01/2016.

If you have any questions, please contact our Communications Center at (866) 999-7501 or coms@theABA.org.