Monthly Upload:
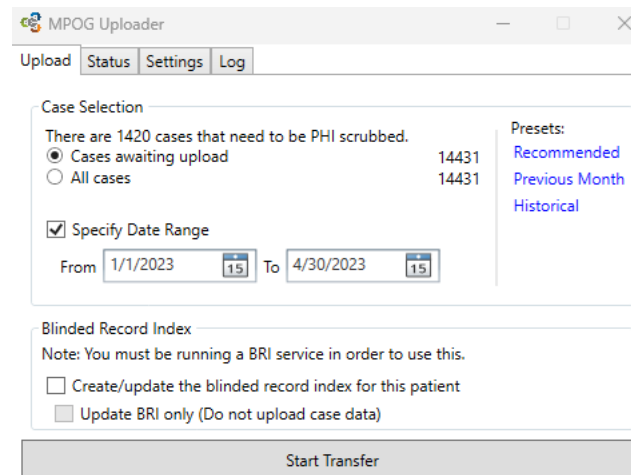# Transfer to MPOG Central

Transfer to MPOG Overview

- Exports cases from your Local MPOG database and sends them to the MPOG Central Repository

- **A 'Test Transfer' of your local data to 'MPOG Central' is required prior to the initial 'Production Transfer.'**

- MPOG Informatics Specialists will assist you with initial upload to the MPOG Central TEST and Production environments.

- Prior to transferring data to MPOG Central, PHI Scrubbing must occur. Refer to the module: Monthly Transfer - PHI Scrubber for more details on how to complete the scrubbing process.

Accessing Transfer to MPOG Central

Transferring to MPOG Central – **TEST** Environment

- The MPOG Test environment allows sites to transfer data to the Coordinating Center without impacting the larger production data set used for research and quality improvement activities.

- An MPOG Informatics Specialist will direct the transfer process for initial upload.

- Prior to beginning the transfer process, you must first specify a date range and uncheck the box next to 'Create/update the blinded record index for this patient'

- The MPOG Informatics Specialist will advise on the date range to transfer for initial upload

- Once cases have processed in Central, an MPOG Informatics Specialist will review your data and contact you with how to proceed.
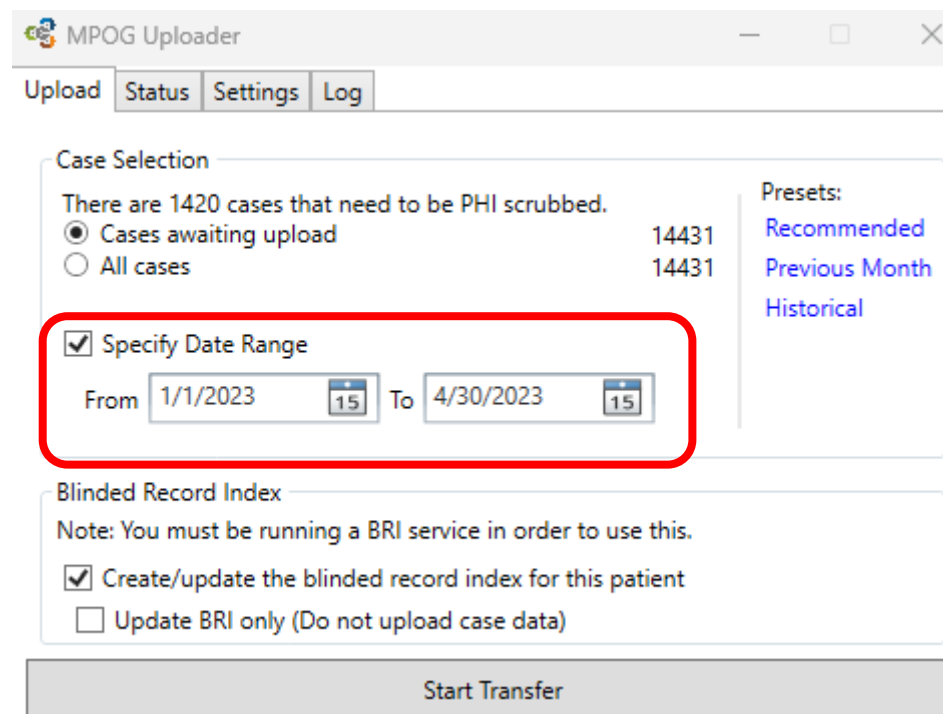
Transferring to MPOG Central – **PRODUCTION** Environment

Note: An MPOG Director must approve first upload to the MPOG Central Production Environment. An MPOG Informatics Specialist will direct the transfer process for your first transfer to production.

Open 'Transfer to MPOG Central' in the MPOG Suite.

Next, choose the correct data date range prior to beginning the production transfer process and select 'Start Transfer'.

The first time you transfer to Production, you will use the same date range and presets that you did when you transferred to the Test environment.

After clicking 'Start Transfer' a window will display the date range and case count that you have selected for upload. Review the attestation on the left – If all four items have been completed, select 'Submit Data' to begin transfer.
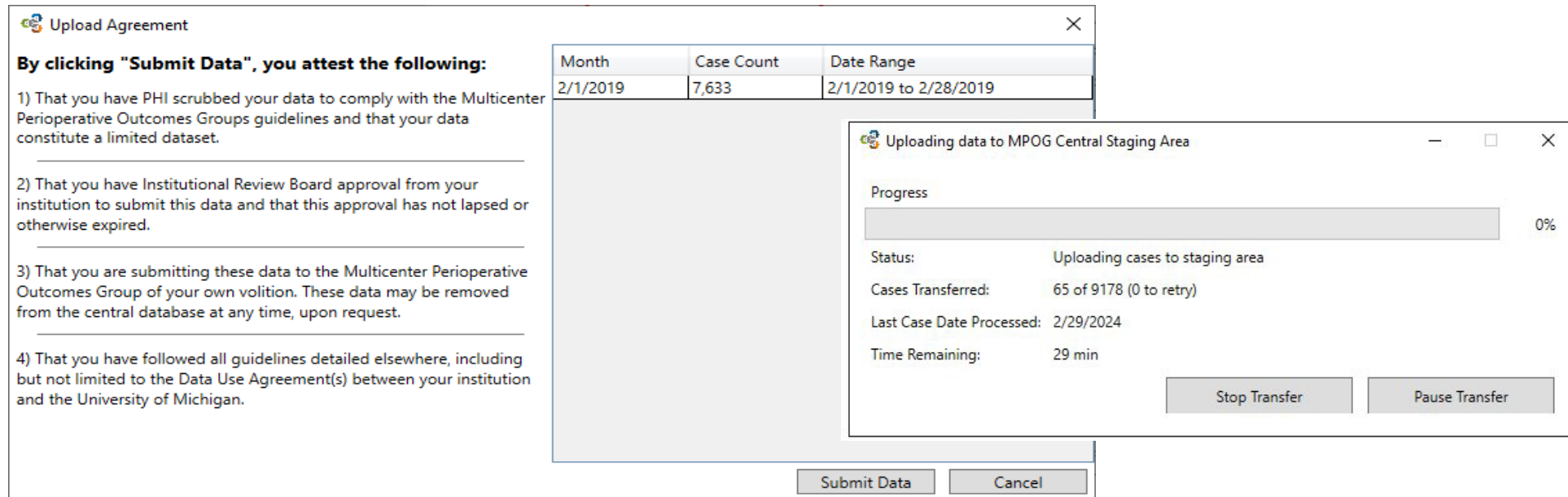
When the process is complete, it will highlight in the taskbar
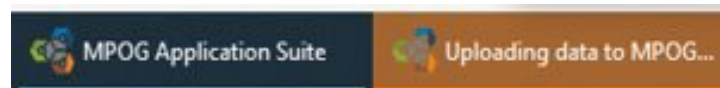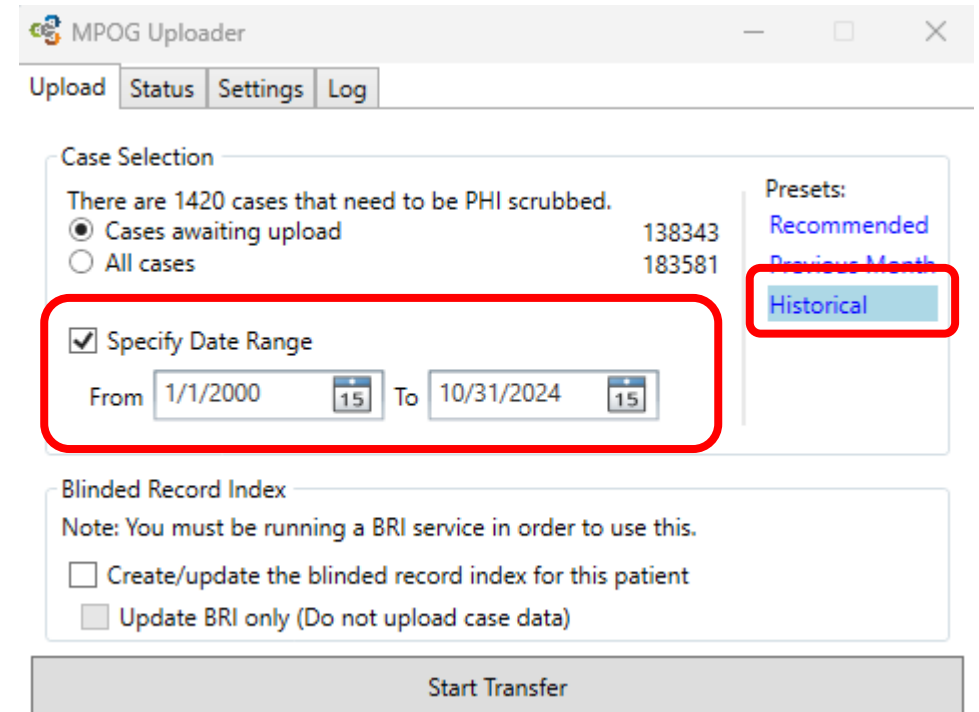
Resubmitting Data for Transfer to MPOG Central

Occasionally, a specific date range may require re-submission to MPOG Central due to changes that were made in your site's MPOG local database after the previously scheduled monthly data upload (i.e., mapping changes, billing)

– To send historical data, choose the 'Historical' preset. You will also have to click on 'Specify Date Range' and enter the dates that you want to transfer if it is different than the default date range.

– You can uncheck the box next to 'Create/update the blinded record index for this patient' when doing Historical uploads
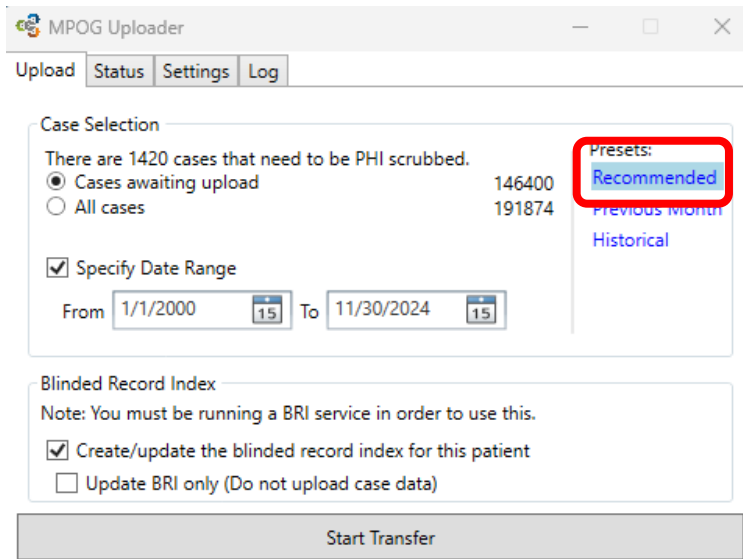
All historical data that has been updated + previous month
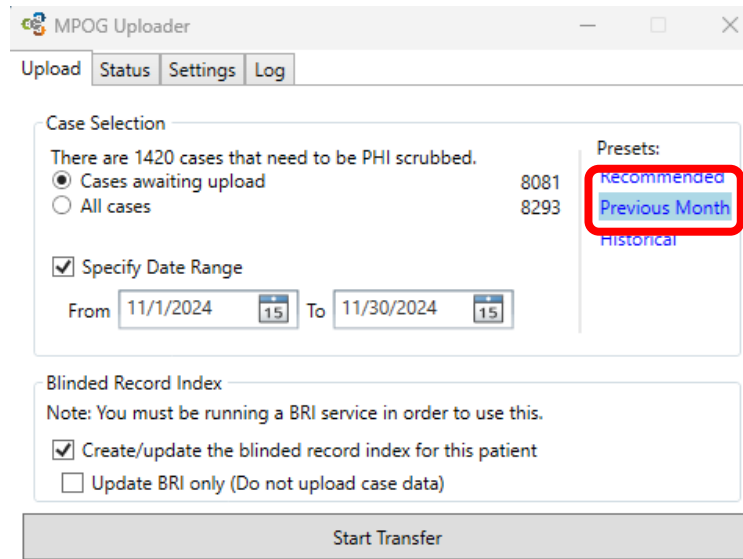
Only the previous month's data (if in a rush to upload on time)
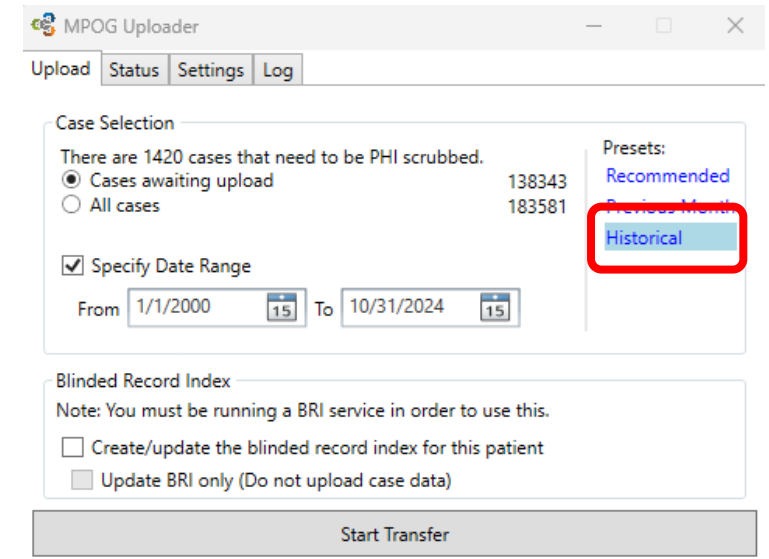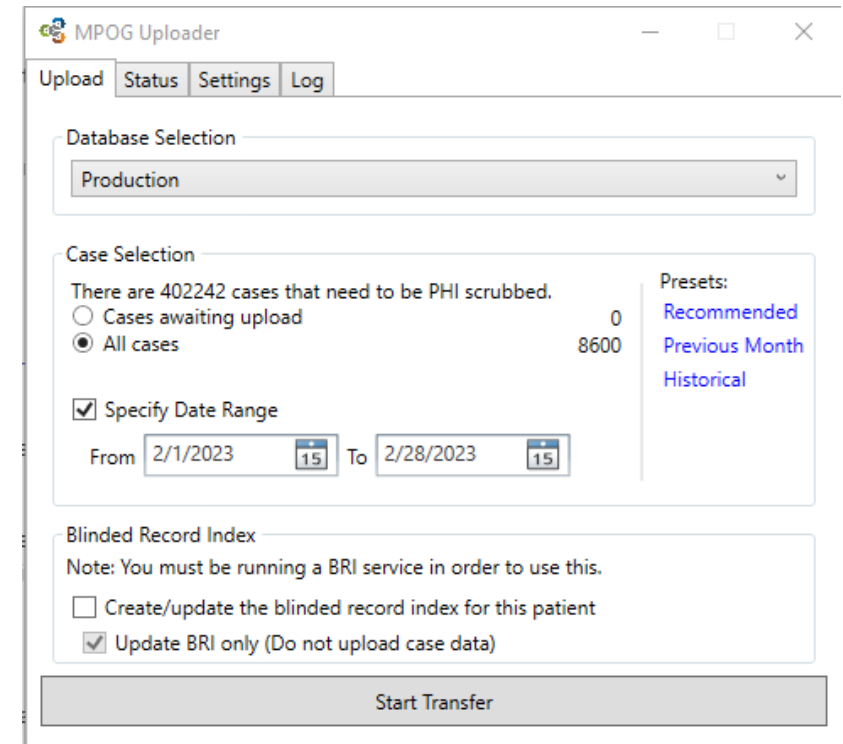
All historical data that has been updated - excludes previous month (Use if you haven't validated yet)

Contact: support@mpog.zendesk.com

Blinded Record Index (BRI)

- Approved by the federal government registries manual as non-PHI

- BRI is a method of using a secure hashing algorithm to match PHI data sets without actually sharing any PHI

- This can allow data systems to match patients without the risk of sharing protected patient information

- For more information on how BRI works, visit our [website](#).

BRI Uploading

- Use the MPOG Uploader to BRI your data

- In the Blinded Record Index section, make selections based on whether you are blinding historical or new data
  - The box next to 'Create/update the blinded record index for this patient' is defaulted to checked. Use this when transferring new data
  - If there are no changes to the data that require re-upload, we recommend that you be sure to select the 'Update BRI only' box. You will have to check this box BEFORE you uncheck the box next to 'Create/update the blinded record index for this patient'.
    - You must run PHI scrub before updating BRI only.
    - Choose 'All Cases' if the 'Cases awaiting upload' is at Zero (0)
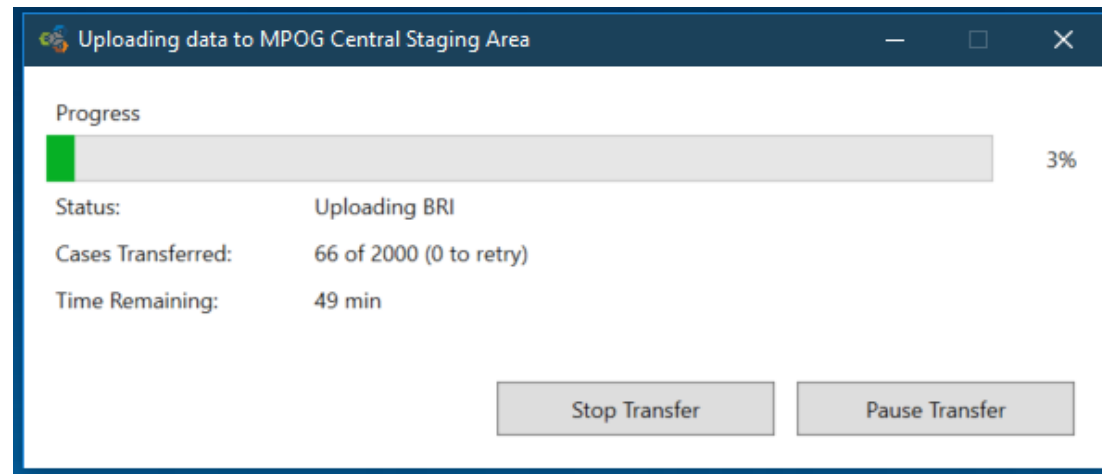 - Uploading all case data will take longer than updating BRI only

BRI Upload Tracking

- Once you select 'Start Transfer', a status bar will appear with an estimated processing time.

Transfer Status Tab

A status tab is located in the MPOG uploader and displays which cases have been uploaded and which cases have a blinded record index.

- Cases Section = Case data only
  - Total = Total number of cases per month
  - To Scrub = Total number of cases waiting on PHI Scrub per month
  - Never Sent = Total number of cases per month that were Never Sent to MPOG Central
  - To Resend = Total number of cases per month with new data since the last transfer. This is usually due to re-extraction of data or mapping updates

- BRI Section = Number of cases per month with BRI data Sent vs. Not Sent

Cases

Month	Total	To Scrub	Never Sent	To Resend
March 2023	3,403	0	0	0
February 2023	8,600	0	0	0
January 2023	8,900	0	0	0
December 2022	8,682	0	0	0
November 2022	8,881	0	0	0
October 2022	8,590	868	0	868
September 2022	8,625	0	0	0

BRI
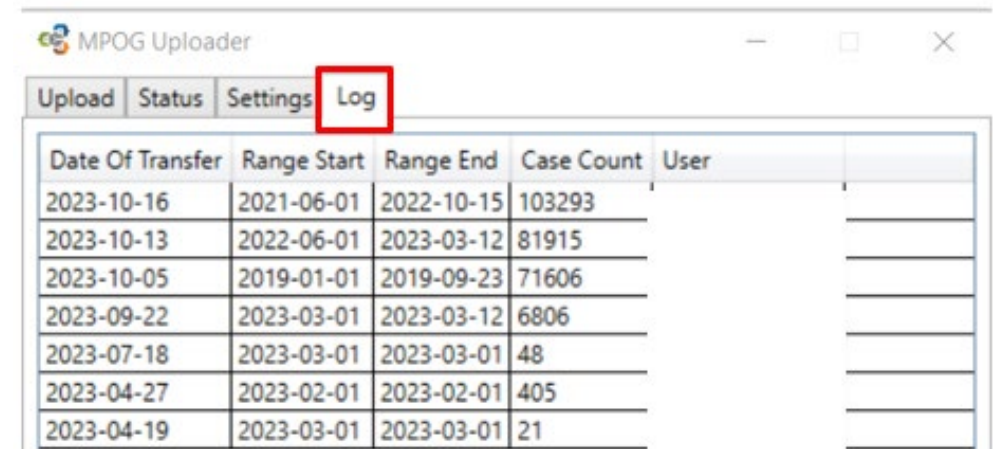
Month	Total	Sent	Not Sent
March 2023	3,403	3,403	0
February 2023	8,600	2,839	5,761
January 2023	8,900	8,895	5
December 2022	8,682	8,680	2
November 2022	8,881	8,880	1
October 2022	8,590	8,590	0
September 2022	8,625	8,625	0

Transfer Log Tab

This tab displays
- Transfer Date/Time
- Date Range Transferred
- Case Count
- Username of the user that uploaded to Central

Date Of Transfer	Range Start	Range End	Case Count	User
2023-10-16	2021-06-01	2022-10-15	103293	
2023-10-13	2022-06-01	2023-03-12	81915	
2023-10-05	2019-01-01	2019-09-23	71606	
2023-09-22	2023-03-01	2023-03-12	6806	
2023-07-18	2023-03-01	2023-03-01	48	
2023-04-27	2023-02-01	2023-02-01	405	
2023-04-19	2023-03-01	2023-03-01	21	

Transfer Error

- Sometimes you will encounter an error when transferring data to MPOG Central. The error could occur either when transferring data or when updating BRI.

- This error means that some of your data did not get uploaded, and you will need to start the transfer process again. Contact support@mpog.zendesk.com if you encounter repeated errors.