

Data Maintenance Schedule					
Week 1	Check Import Manager Assistant for Data Processing Issues	Case by Case Validation (5 cases/month)	Update Location Mapping	Mapping of Missing Concepts	Transfer Historic Data (to update MPOG Central) *Use 'Historical' Preset*
Week 2	Data Diagnostics & Attestation				
Week 3	Check Import Manager Assistant for Data Processing Issues	PHI Scrubbing	Upload cases to MPOG Central *Deadlines Below*		
Week 4	Content Synchronization	Update Provider Contacts	Provider Feedback Emails Sent *Dates Below*	Flagged Case Review	

## 2023 DATA UPLOAD SCHEDULE

Upload Deadline		Provider Emails	
1/18	3 <sup>rd</sup> Wednesday of January	1/25	4 <sup>th</sup> Wednesday of January
2/15	3 <sup>rd</sup> Wednesday of February	2/22	4 <sup>th</sup> Wednesday of February
3/15	3 <sup>rd</sup> Wednesday of March	3/22	4 <sup>th</sup> Wednesday of March
4/19	3 <sup>rd</sup> Wednesday of April	4/26	4 <sup>th</sup> Wednesday of April
5/17	3 <sup>rd</sup> Wednesday of May	5/24	4 <sup>th</sup> Wednesday of May
6/21	3 <sup>rd</sup> Wednesday of June	6/28	4 <sup>th</sup> Wednesday of June
7/19	3 <sup>rd</sup> Wednesday of July	7/26	4 <sup>th</sup> Wednesday of July
8/16	3 <sup>rd</sup> Wednesday of August	8/23	4 <sup>th</sup> Wednesday of August
9/20	3 <sup>rd</sup> Wednesday of September	9/27	4 <sup>th</sup> Wednesday of September
10/18	3 <sup>rd</sup> Wednesday of October	10/25	4 <sup>th</sup> Wednesday of October
11/15	3 <sup>rd</sup> Wednesday of November	11/22	4 <sup>th</sup> Wednesday of November
12/13	2 <sup>nd</sup> Wednesday of December	12/20	3 <sup>rd</sup> Wednesday of December

\*Uploading site data by the 3<sup>rd</sup> Wednesday of every month will ensure provider emails are sent the 4<sup>th</sup> Wednesday of every month. December 2023 is the exception.