Data Maintenance Schedule

Week 1
- Check Import Manager Assistant for Data Processing Issues
- Case Validation (5 cases/month) and Update Variable Mapping
- Update Location Mapping
- **Monthly:** Transfer Historical Data for the previous year
- **Quarterly:** Transfer all Historical Data using the 'Historical' preset

Week 2
- Data Diagnostics & Attestation

Week 3
- Check Import Manager Assistant for Data Processing Issues
- PHI Scrubbing
- **Monthly:** Upload cases to MPOG Central *Deadlines Below*

Week 4
- Content Synchronization and Update Variable Mapping
- Update Provider Contacts
- Provider Feedback Emails Sent *Dates Below*
- Flagged Case Review

2024 DATA UPLOAD SCHEDULE

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

*Uploading site data by the 3rd Wednesday of every month will ensure provider emails are sent the 4th Wednesday of every month. December 2024 is the exception.

MPOG Data Processing Timeline

End-User Uploads the Data to Central.

~1 – 5 Hours

Data is processed via the MPOG Central Server

~ 1 Day

Data is Cleaned via Collation Mapping

~1 Day
Typically the Friday after sites upload data

Phenotype Data Rebuilds

4 – 5 days for up to 12 months back
2 – 3 weeks for >1 year of data

DataDirect

Data Refresh

Data is available after the Phenotypes rebuild

Query Rebuilds

User initiated
Can take several hours depending on the size of the query

Query Ready for Download

QI Reporting Tool

Departmental Dashboard

Individual Dashboard

Data Refresh

Updated Every Weekend

Data Refresh

Updated Monthly the weekend after the monthly upload deadline (See Maintenance Schedule for deadline)

Dashboards Ready for Review