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.

Contact: support@mpog.zendesk.com

Accessing Transfer to MPOG Central

Contact: support@mpog.zendesk.com

Transferring to MPOG Central – **TEST** Environment

- 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.

- Open the 'Database Selection' dropdown window and select the 'Developer (Use for testing)' option.
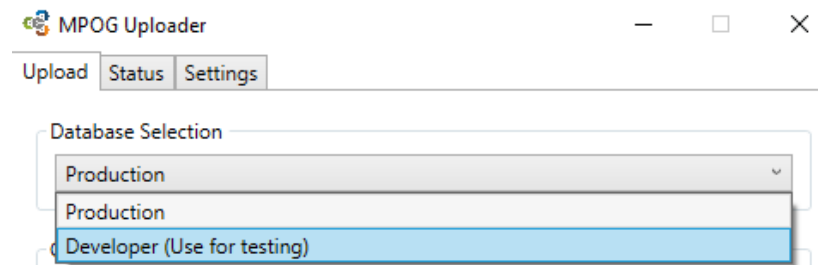
- Ensure the following selections have been made prior to beginning the transfer process (The MPOG Informatics Specialist will advise on the date range to transfer for initial upload)
  - Database selection defaults to Production, you will have to change it to Developer (Use for testing) for this step
- 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.** Please contact the Coordinating Center for directions on how to execute your first transfer to production.

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

- In the Database Selection window, check that the default selection for 'Production' is highlighted in the dropdown menu.
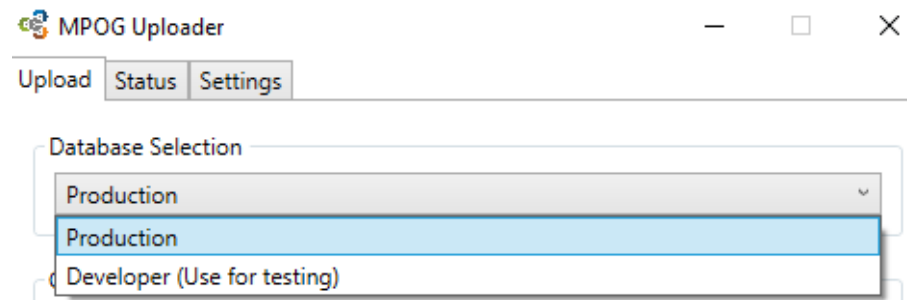
Next, choose the correct data date range prior to beginning the production transfer process and select 'Start Transfer'. The first time you transfer to Production, you will use the same date range and presets that you did when you transferred to Test, except the Database Selection will be changed to 'Production'.

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.

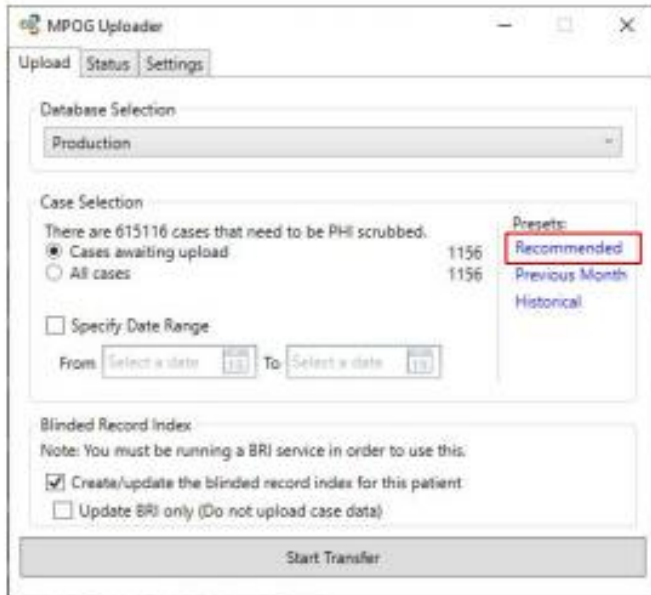When the process is complete, it will highlight in the taskbar
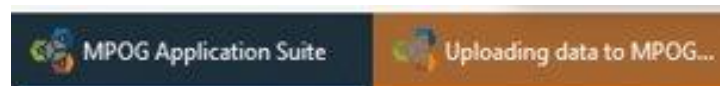
Resubmitting Data for Transfer to MPOG Central

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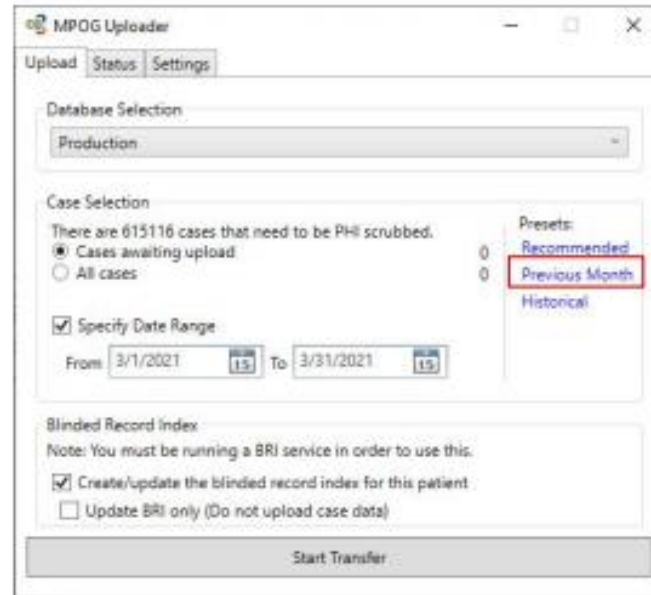
- To send historical data, choose the 'Historical' preset. You will also have to click on 'Specify Date Range' and enter the dates that you want to transfer if it is different than the default date range.

All historical data that has been updated + previous month

Only the previous month's data (if in a rush to upload on time)
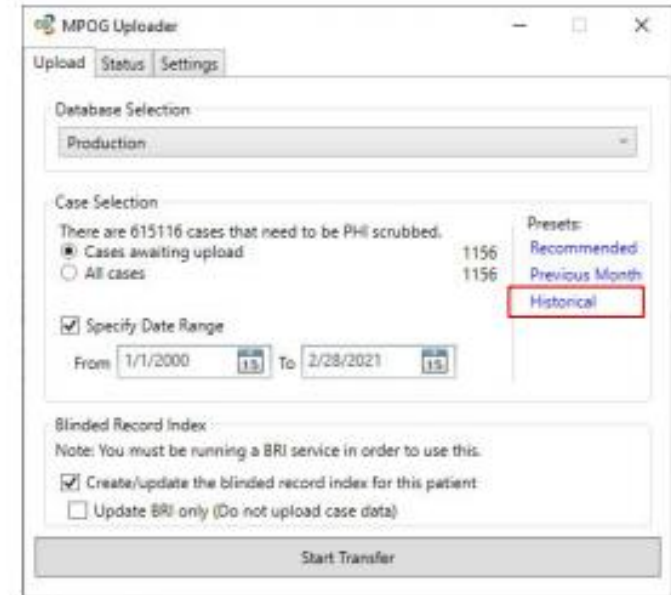
All historical data that has been updated - excludes previous month (Use if you haven't validated yet)

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 (see next slide)

- Uploading all case data will take longer than updating BRI only

- 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

BRI Upload Tracking

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

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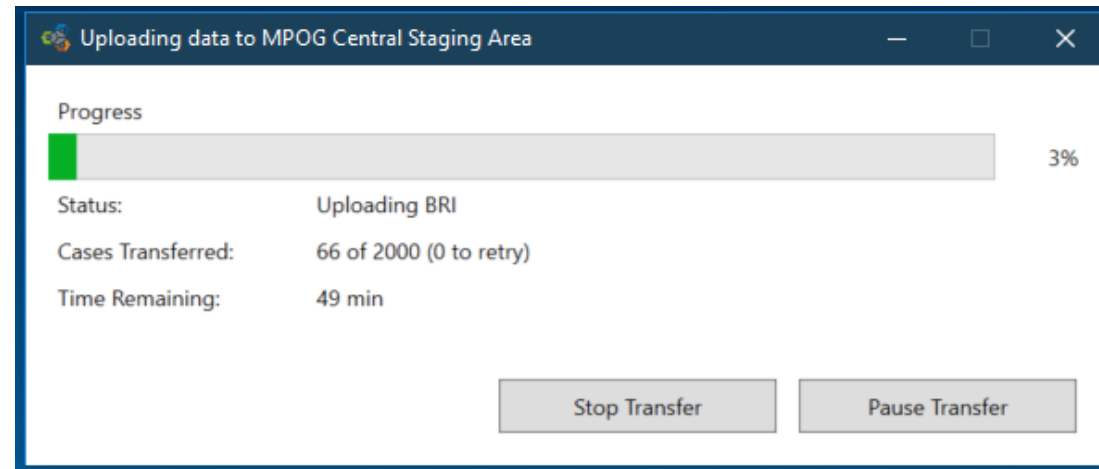
A status tab located in the MPOG uploader which displays which cases have been uploaded versus which cases have a blinded record index.

Contact: support@mpog.zendesk.com

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.