

Data Maintenance Schedule

As Needed: Content Synchronization and Update Variable Mapping

Week 1	Check Import Manager Assistant for Data Processing Issues	Case Validation (5 cases/month) and Update Variable Mapping	Quarterly: Transfer all Historical Data using the 'Historical' preset
Week 2	Data Diagnostics & Attestation	Update Location Mapping	
Week 3	Check Import Manager Assistant for Data Processing Issues	Wednesday: PHI Scrub 'Cases awaiting PHI Scrub'	Wednesday: Upload cases to MPOG Central using the 'Recommended' setting **Cases not uploaded to MPOG Central by the Wednesday deadline cannot be processed in time for measures & phenotypes to rebuild. As a result, provider feedback emails will not be distributed for the month.**
Week 4	Update Provider Contacts	Quarterly: Update Provider Contacts, including NPI	Provider Feedback Emails Sent *Dates Below* Flagged Case Review

2026 DATA UPLOAD SCHEDULE

Upload Deadline		QI Reporting Tool (Dashboard) Updates		Provider Emails	
1/21	3 rd Wednesday of January	1/26	Monday before the 4 th Wednesday	1/28	4 th Wednesday of January
2/18	3 rd Wednesday of February	2/23	Monday before the 4 th Wednesday	2/25	4 th Wednesday of February
3/18	3 rd Wednesday of March	3/23	Monday before the 4 th Wednesday	3/25	4 th Wednesday of March
4/15	3 rd Wednesday of April	4/20	Monday before the 4 th Wednesday	4/22	4 th Wednesday of April
5/20	3 rd Wednesday of May	5/25	Monday before the 4 th Wednesday	5/27	4 th Wednesday of May
6/17	3 rd Wednesday of June	6/22	Monday before the 4 th Wednesday	6/24	4 th Wednesday of June
7/15	3 rd Wednesday of July	7/20	Monday before the 4 th Wednesday	7/22	4 th Wednesday of July
8/19	3 rd Wednesday of August	8/24	Monday before the 4 th Wednesday	8/26	4 th Wednesday of August
9/16	3 rd Wednesday of September	9/21	Monday before the 4 th Wednesday	9/23	4 th Wednesday of September
10/21	3 rd Wednesday of October	10/26	Monday before the 4 th Wednesday	10/28	4 th Wednesday of October
11/18	3 rd Wednesday of November	11/23	Monday before the 4 th Wednesday	11/25	4 th Wednesday of November
12/9	2nd Wednesday of December	12/14	Monday before the 3rd Wednesday	12/16	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 2026 is the exception.