Chapter 9: Transfer to MPOG Central

Transfer to MPOG Overview

The MPOG Transfer to Central utility exports cases from your Local MPOG database and sends them to the MPOG Central Repository. It is important to note that a 'Test Transfer' of your local data to 'MPOG Central' is required prior to the initial 'Production Transfer.' MPOG QI Coordinators will assist you with initial upload to the MPOG Central TEST and Production environments.

1. **Open the MPOG Application Suite.** For instructions on how to download, see 'Chapter 1: Downloading and Accessing the MPOG Suite.'
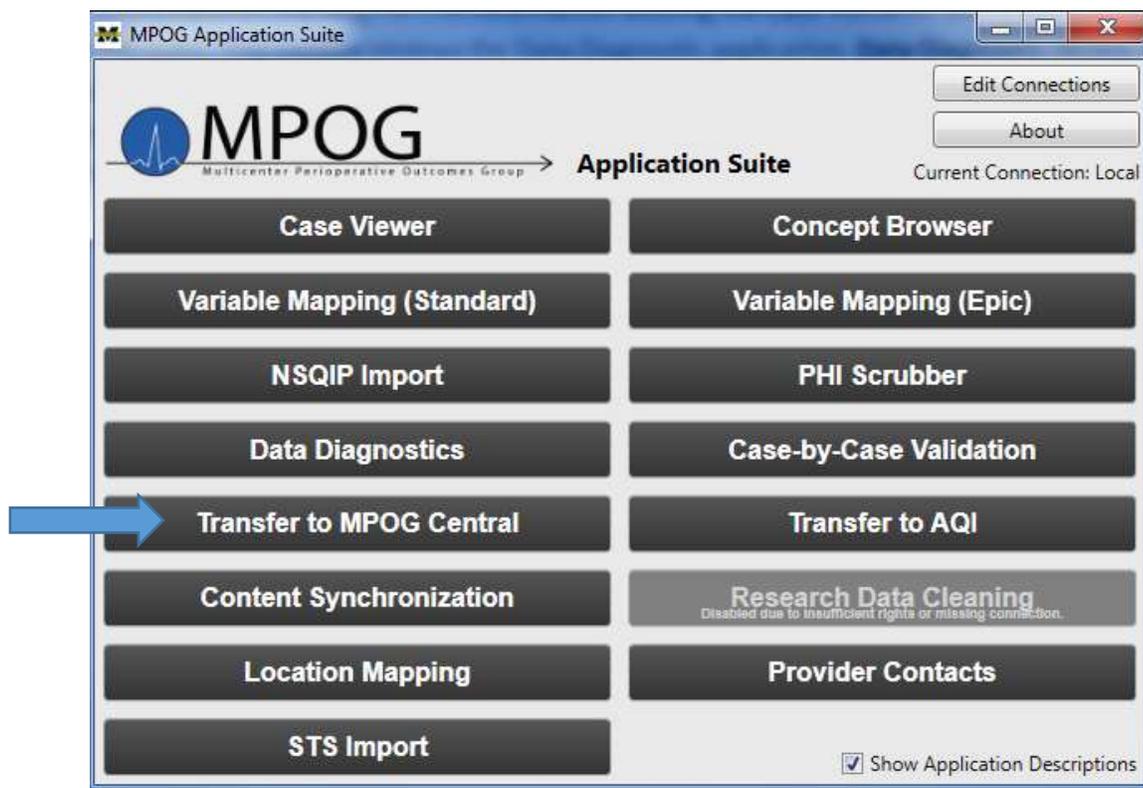
2. Transferring to MPOG Central- TEST Environment

MPOG provides a test environment for sites to transfer data to the Coordinating Center without impacting the larger production data set used for research and quality improvement activities. A QI Coordinator will direct the transfer process for initial upload.

To transfer to the MPOG test environment, open the 'Database Selection' dropdown window and select the 'Developer (Use for testing)' option.
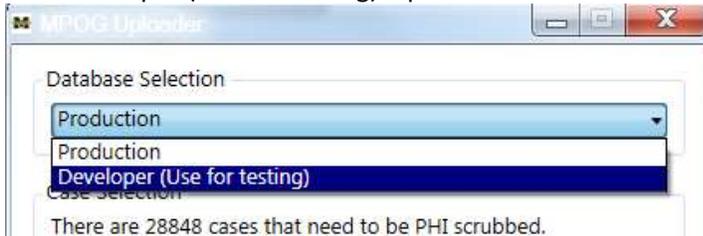
Next, ensure the following selections have been made prior to beginning the transfer process:
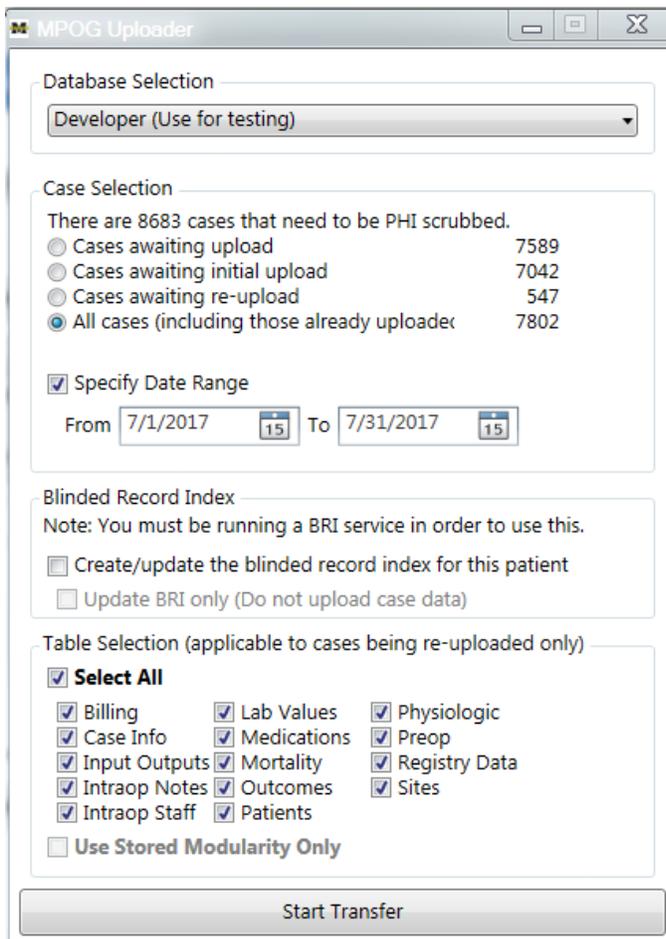
1. In Case Selection: Select 'All cases (including those already uploaded).'

2. In Case Selection: Click 'Specify Date Range' and include the time frame suggested by the QI Coordinator. For example, if the QI Coordinator indicated one month, populate the first day of a selected month to the last day of the same month (i.e. 7/1/2017 to 7/31/2017).

3. Under Table Selection: The 'Select All' Option is the default. This auto-populates each element and ensures data transfer of all variables.

4. Click 'Start Transfer'

You have completed the transfer to MPOG Central TEST. Once cases have processed in Central, a QI Coordinator will review your data and contact you with how to proceed.

3. Uploading cases to MPOG Central- Production Environment:

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.
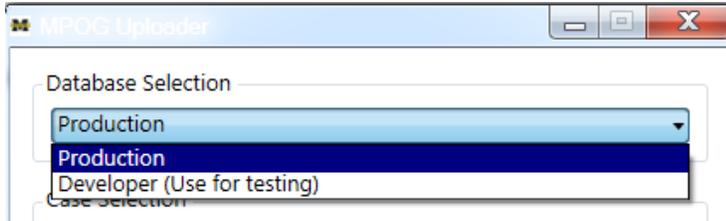
Next, ensure the following selections have been made prior to beginning the production transfer process and select 'Start Transfer:'
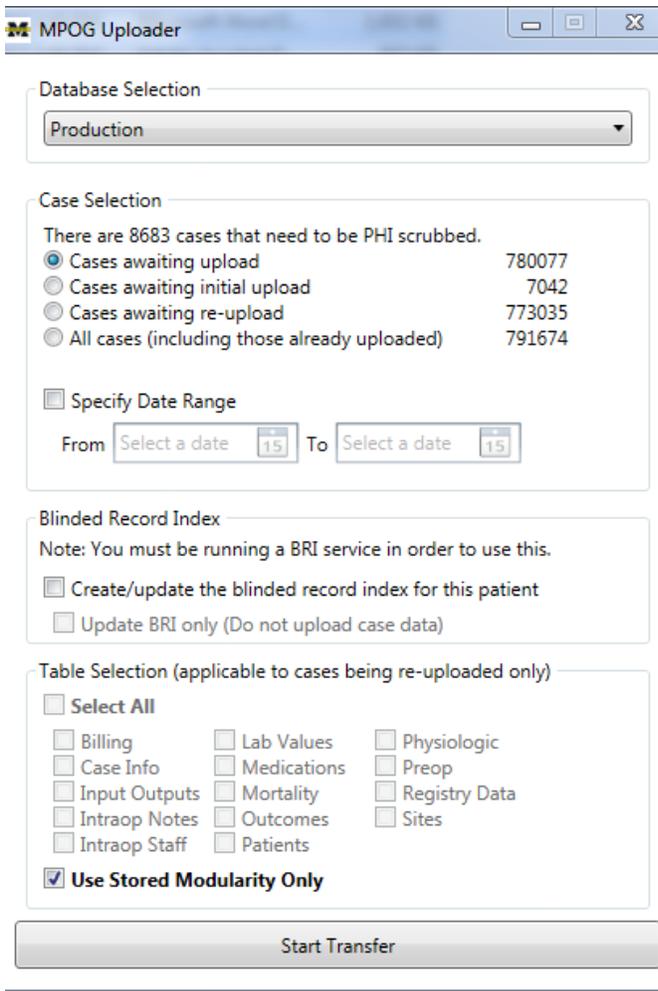
4. Resubmitting data for transfer to MPOG Central:

Occasionally, data may need to be resubmitted to MPOG Central. A subset of data, such as 'Billing' or 'Intraop Notes' may need to be updated in MPOG Central due to changes made in the local environment. If the entire dataset is not affected, a user can transfer only a subset of the data and decrease processing time. The example below shows the appropriate method.

To resubmit data, such as 'Billing' to MPOG Central, ensure the following selections have been made in the MPOG Uploader window prior to beginning the production transfer process:

1. In Database Selection: Select 'Production' from the dropdown menu.

2. In Case Selection: Choose 'Cases awaiting upload.'

3. Select the 'Specify Date Range' and enter the decided upon timeframe.

4. Under Table Selection: De-select the 'Select All' option and select the box associated with 'Billing'

5. Click 'Start Transfer'

For questions or comments, please contact:

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