

## Process

- Participation in yearly data validation is required for all MTQIP members.
- In 2018, remote validation is the standard process for data validation.
- Members who are unable to comply with the remote standard will have \$2,000 withheld from support yearly starting in 2018. A change in the ability to participate in remote validation after the support has been provided will have the support amount withheld the following year.
- Remote access agreements are due 10/2/17. In October 2017, an email will be sent to members confirming the ability to participant in the remote standard of validation.

## Materials

- Identical registrar-level access to the electronic medical record for one week prior and one week following the validation date
- Identifier for each patient on the selected case list such as medical record number

## Workflow\*

Validation Interval	Responsibilities		
	MTQIP	Program Manager / Registrar	IT
4 weeks prior	Provides center staff with the following: <ul style="list-style-type: none"> <li>➤ Case list</li> <li>➤ IT letter</li> <li>➤ Conference link</li> </ul>	Provides IT with the following: <ul style="list-style-type: none"> <li>➤ BAA</li> <li>➤ RAA</li> <li>➤ IT letter</li> <li>➤ Validation date</li> </ul>	
1 week prior		Tests access to EMR and confirms the following: <ul style="list-style-type: none"> <li>➤ Functionality</li> <li>➤ Identical access of registrar</li> </ul>	Provides trauma staff and MTQIP with the following: <ul style="list-style-type: none"> <li>➤ EMR access</li> <li>➤ Access instructions</li> </ul>
Validation day 8 a.m.	Manually abstracts data on provided cases	Provides MTQIP with the following: <ul style="list-style-type: none"> <li>➤ Access tutorial</li> <li>➤ EMR tutorial</li> </ul>	
Validation day 4:30 p.m.	Reviews findings with center staff		
1 week following		Provides MTQIP appeal	

		request, if applicable	
4 weeks following	Provides report summarizing findings		

*\*If access information is not provided to MTQIP by 5:00 p.m. on the Friday prior to validation then the visit will occur on-site on validation day.*

### **Errors**

- In the event of a discrepancy, the registrar may identify/review their source in the medical record. If the validator and registrar still agree that a discrepancy exists, the definition is reviewed. In the event that the variable falls outside the definition, the coordinator will bring this to the attention of the program director to determine if the definition needs to be modified.