

## Process

- Participation in data validation is required for all MTQIP members.
- Remote validation is the standard process for data validation. Pre-2018 members who are unable to comply with the remote standard 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 yearly on the first Monday in October for remote participation the following year for new remote participants.

## Materials

- Access to all electronic and paper resources that the facility's registrar employs to acquire data (2 computers are needed if your center uses electronic medical record)
- Each highlighted patient's medical record number

## Workflow

- Before validation, the facility receives a list of highlighted patients for data validation. These patients are abstracted by the validator and program coordinator as time permits. The charts and abstraction sheets will need to be pulled for the highlighted patients only.
- On the day of validation, the registrar provides a brief tutorial of the center's medical record system for MTQIP staff. The validator and coordinator manually abstract data. The registrar is requested to be available throughout the day to assist with directing the MTQIP staff through difficult areas of the chart.
- When complete, the registrar and MTQIP staff will have an opportunity to review data discrepancies and resultant error type.
- The center has seven days to review findings and submit any appeal requests to MTQIP.

## Appeals

- If applicable, the center may submit an appeal to MTQIP of any findings present in the EMR that are consistent with the data dictionary. Findings are submitted via Box as one file containing screenshots highlighting variables for review.

## 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, MTQIP will bring this to

the attention of the MTQIP Program Director to determine if the definition needs to be modified.

### **Reports**

- Facilities are provided a data validation report in approximately 4 weeks.