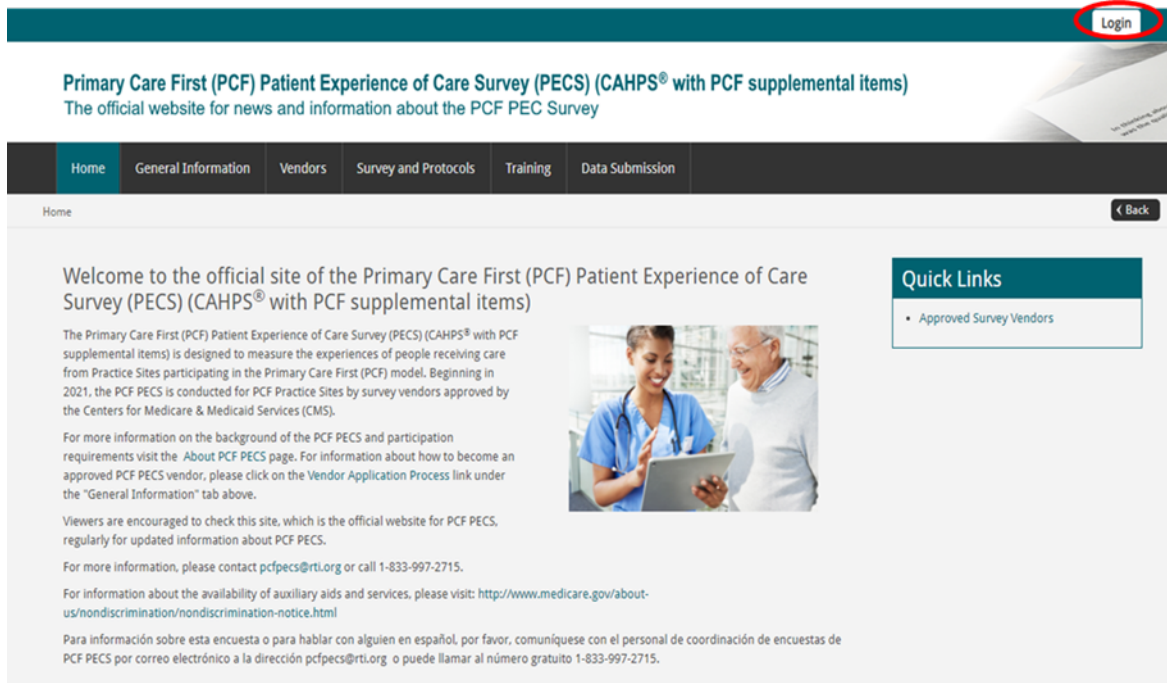
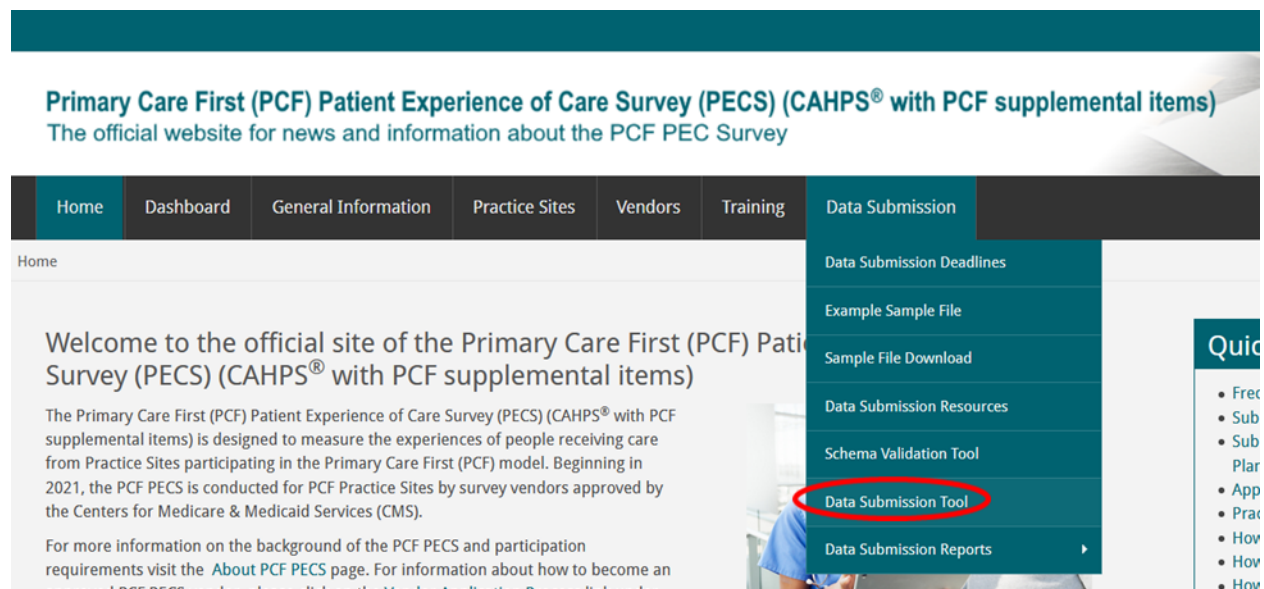


How to Upload Your Interim Data

1. Log in to the [PCF PEC Survey web portal](#).



2. Move your cursor over the Data Submission tab and select "Data Submission Tool."



3. Click the “Browse” button to search for and select the file to upload.

Note: It is recommended that files include the name of the vendor in the file name. Example: RTI_ZZ9900_2021.xml

Note: Survey vendors can select either a single XML file or a single ZIP file that contains 1 XML file each from multiple practice sites. Do not include more than 1,500 XML files in a single zip file.

The screenshot shows the 'Data Submission Tool' interface. At the top, there is a teal header with navigation links: Home, Dashboard, General Information, Practice Sites, Vendors, Training, and Data Submission. Below the header, the page title is 'Data Submission / Data Submission Tool'. The main content area has the heading 'Data Submission Tool' and instructions: 'Please click **Choose Files** to locate the XML or .ZIP file(s) you wish to upload on your computer then click the **Upload** button.' It also provides details about uploading directories or ZIP files. At the bottom of the instructions, there is a 'Browse...' button and an 'Upload' button. The 'Browse...' button is circled in red, and the text 'No files selected' is displayed next to it.

4. After selecting the file to be uploaded, click “Upload” to submit the file.

This screenshot shows the same 'Data Submission Tool' interface as the previous one, but with a file selected. The 'Browse...' button now displays the filename 'RTIVENDOR_ZZ9900_10.xml'. The 'Upload' button at the bottom is circled in red, indicating the next step in the process.

5. To write over an already-submitted file, click the “Upload another XML file(s)” button on the same screen. **Only one XML or one zip file can be submitted. All subsequent data will overwrite any previously submitted data.**

Primary Care First (PCF) Patient Experience of Care Survey (PECS) (CAHPS® with PCF supplemental items)

The official website for news and information about the PCF PEC Survey

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Data Submission / Data Submission Tool

Data Submission Tool

Upload another XML file(s)

Validation Results Report
Vendor: RTI
CCN #: ZZ9900, Survey Year: 2021, Patients Sampled: 10
File: RTIVENDOR_ZZ9900_10_AMF - Copy (2).xml
Message 1010: File Passed all XML Format checks.
Schema Validation: VALID
Data Validation Checks: VALID

Batch ID: 67