ASPEN Uploads Transactions to National Reporting Systems (CASPER/QW)

Transaction Types	Manual	Automatic	Notification	Notes
ACO Certification Kit (Type=ODIE)	Mandatory if created before 07/01/2014, optional after	Created on or after 07/01/2014	Email and Action Item (AI) to responsible party on failure Weekly email on overdue kits	For automatic upload, all certification kit section tab checkmarks must be green / 670 on all surveys complete (excluding future revisits) Monitor from ACO Main menu, Tracking\Transactions Overdue if not uploaded 30 days from certification exit date Qualified kits upload every 10 minutes Notifications go to responsible parties on cert kit Failed uploads/reasons can be viewed on Cert Kit Upload tab
ACTS Complaint Investigation (Type=CSP-SRV)	Mandatory if survey exit date of investigation is before 07/01/2014, optional after	Survey Exit Date on or after 07/01/2014	Email and AI to responsible party on failure Weekly email on overdue nursing home intakes	Automatically uploads when all intakes are finalized Overdue if not successfully uploaded after 70 days Monitor from ACTS Main menu, Tracking\Transactions Nursing Home intakes are overdue if not finalized after 100 days from creation Qualified investigations upload every 10 minutes Notifications go to responsible parties on each related intake Failed uploads/reasons can be viewed on Investigation Upload tab
ACTS (Type = CSP-INV)	Optional	Yes for qualified investigations	N/A	Automatically uploads as soon as investigation is scheduled
ACTS Intake (Type = CSP-INT)	Optional	Yes for qualified intakes	N/A	Automatic upload if Status is greater than or equal to 4 – Under Investigation
AEM Case Upload (Type=ENF)	Until 1st successful upload	After 1st successful upload	AI to primary case worker on initial auto upload	State licensure-only cases are not uploaded Manually upload no later than when 1st enforcement letter is sent Monitor from ACO Main menu, Tracking\Transactions. Failed uploads/reasons can be viewed on Upload tab
AEM CMPTS Case Upload (Type=CPTS)	Until 1st successful upload	After 1st successful upload	No	Monitor from ACO Main menu, Tracking\Transactions Failed uploads/reasons can be viewed on Upload tab
CLIA Cert Kit	Until 1st successful upload	After 1st successful upload	Email and Action Item (AI) to responsible party on failure Weekly email on overdue kits	For automatic upload, all certification kit section tab checkmarks must be green / 670 on all surveys complete (excluding future revisits) Monitor from ACO Main menu, Tracking\Transactions Qualified kits upload every 10 minutes Notifications go to responsible parties on cert kit Failed uploads/reasons can be viewed on Cert Kit Upload tab
ASPEN Web-CLIA 116	No	Yes	No	Automatically updated when saved

Transaction Types	Manual	Automatic	Notification	Notes
FMS	Until 1st successful upload	After 1st successful upload	No	After first successful upload, any change to the FMS record causes an automatic upload If the upload transaction failed, select it in the Prior FMS Uploads section to list problems in the Upload Transaction Errors section.
Special Survey (Type=SRVY)	No	Yes	Email and Action Item (AI) to survey team on failure	Automatically uploads when CMS-670 on all surveys complete (excluding future revisits) and IJ question has been answered (if required) If not uploaded 2 weeks from survey exit date, due to missing 670, automatic upload will be attempted and failure notification email sent Monitor from ACO Main menu, Tracking\Transactions Qualified surveys upload every 10 minutes Notifications go to survey team Failed uploads/reasons can be viewed on Survey Properties Standard survey edits apply (such as requirement of admin sign off date (X6) when deficiencies are present)