

## How to Upload Your Final Data Files

**Step 1:** Log in to the [GPDC CAHPS web portal](#).

\*You can upload final data files from the opening of the final submission window until 11:59 PM on January 16, 2023.

### Step 1



### Welcome to the official site of the GPDC CAHPS Survey

The Global and Professional Direct Contracting Consumer Assessment of Healthcare Providers and Systems (GPDC CAHPS) is designed to measure the experiences of Medicare FFS beneficiaries receiving care from GPDC Entities (DCEs) participating in the GPDC Model. Beginning in 2022, the GPDC CAHPS is conducted for DCEs by survey vendors approved by the Centers for Medicare & Medicaid Services (CMS).

For more information on the background and requirements of GPDC CAHPS visit the [About GPDC CAHPS](#) page. For information about how to become an approved GPDC CAHPS vendor, please click on the [Vendor Application Process](#) link under the "General Information" tab above.

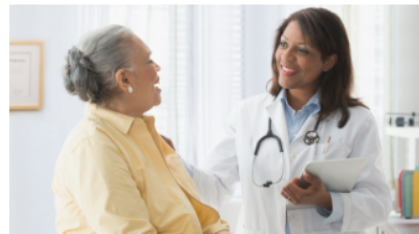
Viewers are encouraged to check this site, which is the official website for the GPDC CAHPS, regularly for updated information about the GPDC CAHPS.

For DCEs: Contact GPDC CAHPS Technical Assistance Support at [DPC@cms.hhs.gov](mailto:DPC@cms.hhs.gov) or 1-888-734-6433.

For Survey Vendors and General Information, please contact [gpdccahps@rti.org](mailto:gpdccahps@rti.org) or 1-833-870-0486.

For information about the availability of auxiliary aids and services, please visit: <https://www.medicare.gov/about-us/accessibility-nondiscrimination-notice>

Para información sobre esta encuesta o para hablar con alguien en español, por favor, comuníquese con el personal de coordinación de encuestas de GPDC CAHPS por correo electrónico a la dirección [gpdccahps@rti.org](mailto:gpdccahps@rti.org) o puede llamar al número gratuito 1-833-870-0486.



### Quick Links

#### General Quick Links:

- [Frequently Asked Questions \(FAQs\)](#)

#### For DCEs:

- [DCE Guidance](#)

**Step 2:** Move your cursor over the Data Submission tab and select “Data Submission Tool.”

## Step 2



**Global and Professional Direct Contracting CAHPS®**  
The official website for news and information about the GPDC CAHPS Survey

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Home

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**Data Submission** dropdown menu:

- Data Submission Deadlines
- Data Submission Resources
- Sample File Download
- Schema Validation Tool
- Data Submission Tool**
- Data Submission Reports

**Quick Links**

**General Quick Links:**

- [Frequently Asked Questions \(FAQs\)](#)

**For DCEs:**

- [DCE Guidance](#)

**For Survey Vendors:**

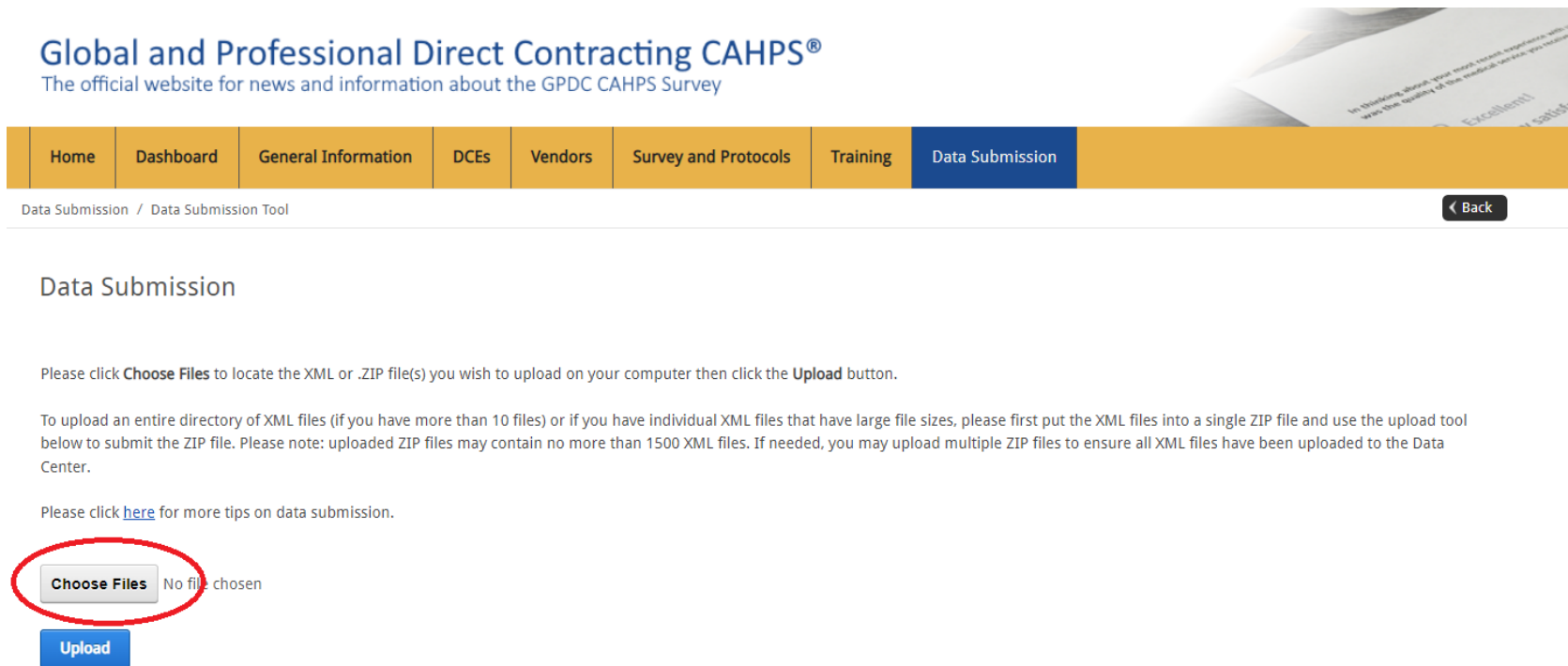
- [Sample File Layout](#)

**Step 3:** Click the “Choose Files” button to search for and select the file to upload.

**Note:** It is preferred that files include the name of the vendor in the file name.

**Note:** Survey vendors can select either a single XML file or a single ZIP file that contains 1 XML file each from multiple DCEs. Up to 1,500 XML files may be combined in a single zip file.

### Step 3



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## Data Submission

Please click **Choose Files** to locate the XML or .ZIP file(s) you wish to upload on your computer then click the **Upload** button.

To upload an entire directory of XML files (if you have more than 10 files) or if you have individual XML files that have large file sizes, please first put the XML files into a single ZIP file and use the upload tool below to submit the ZIP file. Please note: uploaded ZIP files may contain no more than 1500 XML files. If needed, you may upload multiple ZIP files to ensure all XML files have been uploaded to the Data Center.

Please click [here](#) for more tips on data submission.

**Choose Files** No file chosen


**Upload**

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

### Step 4

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**Choose Files** No file chosen

**Upload**

**Step 5:** To upload additional files click the “Upload another XML file” link. If you submitted data for a specific DCE, and if you submit that DCE’s data again – either standalone or in a ZIP file, the old data for that DCE will be overwritten and replaced with the new data.

**Note:** Overwritten data is not saved.

### Step 5

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Data Submission / Data Submission Tool

## Data Submission

[Upload another XML file\(s\)](#)

<b>Validation Results Report</b> <b>File:</b> RTIVENDOR_Z9991_10_HN.xml <b>Survey Version:</b> High Needs <b>Vendor:</b> RTI Test Vendor <b>DCE ID:</b> Z9991, <b>Survey Year:</b> 2022, <b>Patients Sampled:</b> 10
Message 1010: File Passed all XML Format checks.
Schema Validation: VALID
Data Validation Checks: VALID

Batch ID: 145