

CoreQ | Vendor Upload Page

AHCA is providing a new upload page for your use in loading CoreQ results into LTC Trend Tracker. This provides an easy-to-use, instant feedback way of loading in your survey data. It also provides you with the ability to download a list of current CCNs and NCAL IDs for all active facilities in LTC Trend Tracker, as well as the Vendor user guide and sample files.

Note: The current methods of using the command line or Postman tools are still available with no changes.

Screenshot of Vendor Upload page

Vendor Upload

User:

Password:

Upload File: No file selected.

File Upload Type:

[Download CCN and NCAL ID Listing](#)

[Download Guide and Sample Files](#)

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To use this page for uploading data:

1. On any standard web browser, navigate to <https://ltctt.ahcancal.org/vendor>
2. Prepare your upload file in CSV format the same way you have previously for the command line or Postman uploads. It is recommended that you start with a sample file, which you can download from this page if needed.
3. Enter your Username and Password in the spaces provided. These are the same credentials you've always used for performing uploads; contact the AHCA at help@lcttrendtracker.com if you need assistance with these.
4. Click <Browse...> and select your upload file, clicking <Open> to close the dialog.
5. Select the File Upload Type for your data load.

6. Click <Upload and get status>.

The system will process your file and tell you about any errors in the file format or the data, or if the upload was successful, it will report that success along with the number of rows loaded.

Downloads Available

To access a current list of CCNs (Medicare Provider Numbers for SNFs) and NCAL IDs (for Assisted Living facilities) simply click the link that says [Download CCN and NCAL ID Listing](#). This provides an Excel spreadsheet with all valid facilities in LTC Trend Tracker including type of facility (AL or SNF), facility name, street address, city, county, and state.

You can also download the sample files for each type of upload (CoreQ AL, CoreQ LS, CoreQ SS, and ALQM) and the CoreQ and NCAL Data Upload Guides directly from this page now by clicking their respective links.

Email Confirmation

Also, you will now receive an email confirmation with any upload, whether you're using the upload page, Postman, or the command line to do your load. This confirmation provides your Success or Error message with relevant details.

Questions

If you have any questions or concerns about the CoreQ measure and implementation, please email the Core Q help desk at coreQ@ahca.org. For technical questions, please email our tech team at ltcttcoreq@synaptitudeconsulting.com.