Upload Data to PAT CAT

This guide provides the steps on how to manually upload data to PAT CAT from a practice using the 'Send to' module in CAT4.

The links below refer to the CAT4 User Guide.

Steps for Uploading to PAT CAT

- 1. Open CAT4 and select the extract to be sent to PAT CAT click here to see the relevant page in the CAT4 user guide
- 2. Open the 'Tools' menu and select 'De-identify Dataset'. Press 'OK' to confirm, then 'OK' on the next window click here to see the relevant page in the CAT4 user guide
- 3. A new extract will appear in the extracts panel with 'DE-IDENTIFIED' in the name.
- 4. Load the de-identified data set you wish to send, and right-click on the name of the extract.
- 5. Select 'Send To' click here to see the relevant page in the CAT4 user guide for more detail
- 6. The list of available upload locations will be shown, in most cases only one location.
- 7. Select the location you wish to submit to.
- 8. A confirmation dialogue box will appear.
- 9. Click OK.
- 10. A progress bar will display while the send is in progress.
- 11. Once completed a status message will be provided.
- 12. A record of all data submissions is viewable under menu option: Tools > Send Data History