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