

## SETRAC Data Submission Process

**Q1 data (Jan- March) - May 30**  
**Q2 data (April- June) - Aug 30**  
**Q3 data (July- Sept) - Nov 30**  
**Q4 data (Oct- Dec) - Feb 28**

**Monthly data may be reported monthly but is due no later than quarterly, 60 days after the end of the quarter**

**If data is not received by the 75<sup>th</sup> day after the close of the quarter an attempt to reach the organization will be made through phone, email and/or mail to all listed contacts**

**If no response to the above communication, a second attempt to contact will be made at the end of the month follow the end of quarter (90<sup>th</sup> day)**

**Quarterly reports will be presented at each SETRAC clinical committee (reports are de-identified)**