STS General Thoracic Audit FAQ

1. Does CRS need access to the Facility third-party vendor? **No – CRS receives the case data that was submitted to IQVIA and will audit against that data.**
2. Can the Facility upload a sample of the bookmarked PDF case file prior to creating all of the case files? **Yes - CRS will review the sample patient case file and provide feedback.**
3. What is the best way to assemble the PDF files? **Work with your Facility Medical Records department to determine the best way to extract the records from your EMR. Sometimes this can be done electronically directly into PDF format.**
4. Does the Facility need to highlight information in the PDF to show where the data element was abstracted? **No - You may highlight particular information, but that is not required. If you abstract a data element from a particular section of the record that is helpful information for CRS to know.**
5. Can the Facility medical record be printed out and scanned as a PDF? **Yes - Scanning is an acceptable option; we just ask that you make sure the quality of the scan is sufficient for us to read the records.**
6. Can more than one Facility contact have access to the CRS Secure Portal? **No - CRS can only set up 1 username for uploading files to the portal. You should provide the name and email of the 1 person that will be doing the uploads.**
7. Does the Facility need to de-identify or blackout any patient identifier on each document and mark each sheet with its assigned STS record number before uploading and bookmarking? **No - you do not need to black out the patient identifiers. The records you send to CRS will be stored on a secure server with limited access. All records will be digitally shredded when the audit is complete. However, if your Facility requires you to de-identify the records, make sure the record is clearly marked with the STS assigned Record ID for identification.**
8. Is there another option if the Facility does not have a version of Adobe Acrobat that allows editing or bookmarking of PDF files? **Yes - Some alternatives to bookmarking are to add "Sticky Notes" or comments that indicate the bookmark sections of the PDF. A table of contents can also be provided in a separate document referencing the sections in the PDF.**