You should always check your **vascular access** and **vaccination** data in CROWNWeb after the data uploads from your electronic medical record. **WHY? Because it does not always cross over properly, and it may be missing in CROWNWeb.**

Every month you should confirm vascular access fields in CROWNWeb:
Definitions/Choices below
- AVF only = 2 needles
- AV Graft only = 2 needles
- Fistula combined with Graft = 1 needle in each
- AVF combined with Catheter = **1 Needle in AVF**
- Graft combined with Catheter = **1 needle in Graft**
- Catheter only = using catheter with or without maturing access

Make sure the correct access is listed in “**Current Access Type**” each month in CROWNWeb. Using 1 needle in a graft or fistula takes that patient out of the catheter only category for CROWNWeb reporting.

Check your PART monthly against your Electronic Medical Record to ensure you don’t have missing patients from CROWNWeb or patients being counted in CROWNWeb that are no longer your patients. **WHY? Inaccurate patient counts affect you clinical, vaccination and vascular access rates.**

**NOTE:** CMS uses CROWNWeb data to monitor your facility quality measures.

Update personnel changes in CROWNWeb immediately and please keep personnel current. **WHY? It is the only way the appropriate personnel will receive important notifications and information.**