



SMART FACTS and the OIG Report

SMP Resource Center

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Flat File Reports: Definitions

OIG Report Flat File	Complex Issues Flat File Report
Selects all Inquiry Forms that are providing data to the OIG Report for a given report period. OIG outcomes #12 – #17 are from Inquiry Forms.	Selects all Inquiry Forms received or updated for a selected time period. Allows you to easily review data in all data entry fields for each Complex Issue. Export to Excel for easy sorting and queries.

“Uploaded Documents” Report

- Navigation: Select *Reports* then *Letters, Forms and Reports*
- “Uploaded Documents” Report is in the **OIG Report** section
- Access all uploaded documents for all complex issues from one location.
- Access documents according to a chosen date range.

Use The Center website

- Go to www.smpresource.org
 - select *SMP Resources*
 - select *Webinars* (you do not need to log in)
- SMART FACTS Job Aides, SMART FACTS Q&A, other handouts, and presenter PowerPoints are located under *Related Files* at the bottom of the page.
- Access the recording of this web conference

SMART FACTS Support From SMP Resource Center Staff

- Ginny Paulson: 319-358-9402*, gpaulson@hvaaa.org
 - SMART FACTS Reports questions
 - OIG Report Questions
 - SMART FACTS repairs
 - Complex Issues (data entry instruction and question)
 - Interpretation of Outcomes Definitions
- Heather Flory: 319-553-3089, hflory@hvaaa.org*
 - Data entry instruction and guidance for Outreach and Education, Simple Inquiries, and Volunteer Tracking and Management

*** Toll Free: 1-877-808-2468**