PLASMA PROTEIN THERAPEUTICS ASSOCIATION

INTERNATIONAL QUALITY PLASMA PROGRAM

PPTA Viral Markers Reporting Website User Guide
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PPTA Viral Markers Reporting Website User Guide

1. Viral Marker Data

As part of your company's compliance with the IQPP Viral Marker Standard, reports are submitted on each center's viral marker data using the following electronic data forms:

- Monthly Marker Data Report
- Monthly Donation History Form for Positive Donors
- Semi-annual Data Report (to be included with the data submissions for the months of June and December only)
- Annual Data Report (to be included with the data submission for the month of December only)

1.1 Descriptions

Regardless of company policy for reclassifying donors back to Applicant Donor status, the IQPP definitions for Applicant and Qualified Donors must be adhered to when reporting monthly viral marker data.

Term	Description
A1 Donor - First-time Applicant Donor	Individual presenting for the first donation or screening who has never previously donated or been screened for donation at the center.
A2 Donor - Second-time Applicant Donor	Individual presenting for the second donation in the qualifying process, whose donation occurs within six (6) months of the first donation or screening.
AR1 Donor – First time Applicant Returning Donor	Applicant or Qualified Donor who has previously donated but who has had a lapse of six (6) months or more since their last donation or screening.
AR2 Donor - Second-time Applicant Returning Donor	Individual presenting for the second donation within six (6) months of the AR1 donation or screening.
Q Donor - Qualified Donor	Individual who has been qualified for continued donations by successfully passing two donor medical history screenings and required viral marker testing in accordance with the IQPP Qualified Donor Standard.
Co-infected Donor	Applicant or Qualified Donor who is confirmed positive for more than one viral marker on the same bleed date. Donors with co-infected positive results will be counted in the Alert Limit and AAL/Outlier Measure for each of the viruses for which they are confirmed positive. However, Qualified Donors will be counted only once in computing the Alert Limit for the composite variable. A donor who has more than one confirmed positive viral marker (e.g., HIV, HCV, HBV) on different bleed dates is NOT a Co-infected Donor for purposes of reporting viral marker data. Positivity should be recorded for the first bleed date on which the donor had a confirmed positive test result.
Total Donations	Total number of donations (both full units and samples) collected during the reporting month regardless of classification or test results. Do not include any samples extracted from a unit.

Term	Description
Monthly Applicant Donors	The total number of individuals processed as Applicant Donors during the reporting month, regardless of whether the donor transitioned to Qualified status within the reporting month, and regardless of whether they tested positive or negative. This is calculated as the sum of A1 Donors and AR1 Donors [Σ (A1 + AR1) Donors], plus any donor whose A2 or AR2 donation, respectively, occurs in a month different from their A1 or AR1 donation. If the application process spans over more than one month, count the individual in both applicable months. Examples: Donor A makes both their first and second Applicant donation in April; Count donor A only in April. Donor B makes their first Applicant donation in April and their second Applicant donation in May; Count donor B in both April and May.

2. Viral Marker File Formats

There are four kinds of file uploads used when reporting viral marker data. All files are in comma-separated value format (.csv).

- Monthly Viral Marker Data (monthly-vm-data.csv)
- Monthly Positive Donor History (monthly-donor-history.csv)
- Semi-Annual Data (semi-annual-data.csv)
- Annual Data (annual-data.csv)

The Monthly Viral Marker Data, Semi-Annual Data, and Annual Data files fields are unchanged from the previous instructions. While outlined here as separate files, the system will continue to accept the "unified" file containing all the columns from all three files in a single .csv. However, the unified file must be uploaded three times (see section 2 for more on the upload process).

The format of the Positive Donor History has changed from a PDF form per plasma center and per donor to a single data file, similar to the others, which contains a row for each donation to report, across Centers and Donor IDs. The content of the data reported remains the same.

2.1 Reporting Confirmed Positive Donors

If a donor is confirmed positive for both serology and NAT on the **same bleed date** for the **same virus**, the donor should be reported as serology on the VM Monthly Data Form. On the Donor History Form, show all donation dates, all confirmed positive bleed dates, indicating serology and/or NAT.

If a donor is confirmed positive for both serology and NAT on **different bleed dates**, indicate a positive donor on the first confirmed positive test (NAT or serology). Then, on the Donor History Form show all donation dates, all confirmed positive bleed dates, and indicate serology and/or NAT. A donor should only be reported once on the Monthly Data Form unless they are a Co-infected Donor. All detailed information should be provided on the History Form.

2.1.1 Reporting Co-infected Donors

If a donor is co-infected they should be reported in all columns for the virus for which they are positive; then on the History Form show all donation dates, all confirmed positive bleed dates, and indicate serology and/or NAT.

2.1.2 Reporting Applicant Donors

		A1 Confirmatory Result			
		Not Tested	Negative	Indeterminate	Positive
A2 Confirm	Not Tested	Non- Reportable	Non- Reportable	Non- Reportable	Report as A1
	Negative	Non-Reportable	Non-Reportable	Non-Reportable	Report as A1
	Indeterminate	Non-Reportable	Non-Reportable	Non-Reportable	Report as A1
	Positive	Report as A1	Report as A2	Report as A1	Report as A1

2.2 Monthly Files

Each month the following files will be uploaded:

- Viral Marker Data Report
- Donation History for Positive Donors

2.2.1 Viral Marker Data Report

The following are Instructions for each of the columns in the viral marker monthly data report to be uploaded in comma separated (.csv) format (See Section 1 for descriptions).

Column Heading	Instructions – VM Monthly Data Template
NDDR	Enter the NDDR / PPTA ID (EU centers) number for each plasma center for which you are reporting viral marker data
TotalDonations	Enter Total Donations for month (both full units and samples)
MonthlyAppDonors	Enter the Monthly Applicant Donors for month
HIVsA1	Enter the number of HIV serology confirmed positive A1 Donors for month
HIVsA2	Enter the number of HIV serology confirmed positive A2 Donors for month
HIVsAR1	Enter the number of HIV serology confirmed positive AR1 Donors for month
HIVsAR2	Enter the number of HIV serology confirmed positive AR2 Donors for month
HIVsQ	Enter the number of HIV serology confirmed positive Qualified Donors for month
HIVnA1	Enter the number of HIV NAT confirmed positive A1 Donors for month
HIVnA2	Enter the number of HIV NAT confirmed positive A2 Donors for month
HIVnAR1	Enter the number of HIV NAT confirmed positive AR1 Donors for month
HIVnAR2	Enter the number of HIV NAT confirmed positive AR2 Donors for month
HIVnQ	Enter the number of HIV NAT confirmed positive Qualified Donors for month
HCVsA1	Enter the number of HCV serology confirmed positive A1 Donors for month
HCVsA2	Enter the number of HCV serology confirmed positive A2 Donors for month
HCVsAR1	Enter the number of HCV serology confirmed positive AR1 Donors for month
HCVsAR2	Enter the number of HCV serology confirmed positive AR2 Donors for month
HCVsQ	Enter the number of HCV serology confirmed positive Qualified Donors for month
HCVnA1	Enter the number of HCV NAT confirmed positive A1 Donors for month
HCVnA2	Enter the number of HCV NAT confirmed positive A2 Donors for month
HCVnAR1	Enter the number of HCV NAT confirmed positive AR1 Donors for month

Column Heading	Instructions – VM Monthly Data Template
HCVnAR2	Enter the number of HCV NAT confirmed positive AR2 Donors for month
HCVnQ	Enter the number of HCV NAT confirmed positive Qualified Donors for month
HBVsA1	Enter the number of HBV serology confirmed positive A1 Donors for month
HBVsA2	Enter the number of HBV serology confirmed positive A2 Donors for month
HBVsAR1	Enter the number of HBV serology confirmed positive AR1 Donors for month
HBVsAR2	Enter the number of HBV serology confirmed positive AR2 Donors for month
HBVsQ	Enter the number of HBV serology confirmed positive Qualified Donors for month
HBVnA1	Enter the number of HBV NAT confirmed positive A1 Donors for month
HBVnA2	Enter the number of HBV NAT confirmed positive A2 Donors for month
HBVnAR1	Enter the number of HBV NAT confirmed positive AR1 Donors for month
HBVnAR2	Enter the number of HBV NAT confirmed positive AR2 Donors for month
HBVnQ	Enter the number of HBV NAT confirmed positive Qualified Donors for month

2.2.2 Donation History for Positive Donors

For each confirmed positive serology or NAT test, send the donor's donation history for twelve months, collected in a single file in comma separated (.csv) format, with columns as outlined below. **List all positive donors from all plasma centers in a single file.**

For all positive donors, include the positive donation with the NDDR / PPTA ID number for the plasma center for the donation, the donor ID, the donation date, and indicate which marker(s) were positive for the donation.

Additionally, include other donations in the positive donor's history, with the same fields as above. The history to include depends on the Type of donor. For Applicant Donors, list the donation date of the positive test and any previous donations. If a donor is AR1 or AR2, also provide the last negative donation date or the last two negative donation dates. For Qualified Donors, list the dates of donations for the prior twelve months.

- When uploading Positive Donor History using the optional Donor Type, only the type from the positive donation is evaluated, allowing for an accurate history of the Type
    - For example a Qualified Donor may list their first and second donations as "A1" and "A2" if they were in the past twelve months, or an A2 donor can have their first applicant donation labeled as A1. If any companies adjusted their export so the type is matching on all rows, that will still function
    - Donor Type must be included on every row
    - When viewing the Positive Donor History, Type is displayed on the positive donation only
- The site should correctly display a message with a link to sign back in when your session is inactive and expired

The following are descriptions for each of the columns in the viral marker monthly data report to be uploaded in comma separated (.csv) format (**See Section 1 for descriptions**).

Column Heading	Instructions – Donor History Forms
NDDR	Enter the NDDR / PPTA ID (EU centers) number for the plasma center for this donation. Enter for all donations at this center.
DonorId	Enter the Donor ID for this donation. Enter for all donations by this donor.

Column Heading	Instructions – Donor History Forms

DonationDate	Enter the date for the donation; accepted date formats:
	`mm/dd/yyyy` `mm-dd-yyyy`
	`yyyy/mm/dd` `yyyy-mm-dd`

DonorType	Optional Enter the donor's status (`Q`, `A1`, `A2`, `AR1`, `AR2`) at the time of the donation. The system will utilize the status for the positive donation only, but you must include the status for every donation.
HIVs	Enter `x` if the donation is positive for the HIV Serology marker
HIVn	Enter `x` if the donation is positive for the HIV NAT marker
HCVs	Enter `x` if the donation is positive for the HCV Serology marker
HCVn	Enter `x` if the donation is positive for the HCV NAT marker
HBVs	Enter `x` if the donation is positive for the HBV Serology marker
HBVn	Enter `x` if the donation is positive for the HBV NAT marker
	Alternative Positive / Negative Indicators To maximize flexibility, instead of using '`x`' and no value, you may use the following values to indicate a positive or negative test result in the Positive Donor History file (values are case insensitive): Positive: `yes`, `y`, `positive`, `pos`, `p`, `+`, `true`, `1`, `X` Negative: `no`, `n`, `negative`, `neg`, `n`, `-`, `false`, `0`, *`(no value)`*

1.2.1.1 Optional Donor Type

The DonorType column can optionally be included. If used, it must be included for all donors. Each donor should only use one DonorType value, which is the donor's type at the time of their positive donation.

While not required, including a DonorType value allows the system to provide more specific and helpful validation messages when checking the logical integrity of the files. Using the DonorType, the system is able to check for the corresponding history required for each donor, and more directly check the donation history against the counts in the monthly viral marker data. When not using the DonorType, the system must infer the Type of each donor based on the history provided which may make discrepancies more difficult to troubleshoot.

1.2.1.2 Positive / Negative Indicators

To maximize flexibility, instead of using 'X' and no value, you may use the following values to indicate a positive or negative test result in the Positive Donor History file (values are case insensitive):

- Positive: `yes`, `y`, `positive`, `pos`, `p`, `+`, `true`, `1`, `X`
- Negative: `no`, `n`, `negative`, `neg`, `n`, `-`, `false`, `0`, *`(no value)`*

2.3 Semi-Annual Files

Every 6 months (when collecting the data for June or December), the Semi-Annual Data (semi-annual-data.csv) will be uploaded in addition to the monthly files.

2.3.1 Semi-annual (6-month) Collections Report

Column Heading	Description / Instructions – Semi-annual (6-month)
NDDR	Enter the NDDR / PPTA ID (EU centers) number for each plasma center for which you are reporting semi-annual data.

Column Heading	Description / Instructions – Semi-annual (6-month)
Total1stDonorsSemi	Enter the total number of A1 Donors for the reporting period, regardless of whether the donor transitioned to Qualified status within the reporting period, and regardless of whether they tested positive or negative.
TotalA2DonorsSemi	Enter the total number of individuals processed as A2 Donors for the reporting period, regardless of whether the donor transitioned to Qualified status within the reporting period, and regardless of whether they tested positive or negative. Do not count AR2 Donors in this measure.
TotalAR1DonorsSemi	Enter the total number of individuals processed as AR1 Donors for the reporting period, regardless of whether the donor transitioned to Qualified status within the reporting period, and regardless of whether they tested positive or negative.
TotalAR2DonorsSemi	Enter the total number of individuals processed as AR2 Donors for the reporting period, regardless of whether the donor transitioned to Qualified status within the reporting period, and regardless of whether they tested positive or negative.
TotalRDonorsSemi	Enter the total number of all donors who have previously donated (A2, AR1 and Q) for the reporting period, regardless of IQPP Applicant or Qualified status, and regardless of whether they tested positive or negative. Also count any AR2 Donor whose AR1 donation occurred during the prior reporting period. All donations after the A1 donation or screening classify the donor as a Repeat Donor.
TotalAppDonorsSemi	Enter the total number of individuals processed as Applicant Donors during the reporting period, regardless of whether the donor transitioned to Qualified status within the reporting period, and regardless of whether they tested positive or negative. Count any individual who presented as an A1 or an AR1 Donor. Also count any A2 or AR2 Donor whose A1 or AR1 donation, respectively, occurred during the prior reporting period(s). To avoid multiple counting of a donor, Total Applicant Donors for each Semi-Annual and Annual reporting period must be calculated separately.

2.4 Annual Files

Every 12 months (when collecting the data for December), the Annual Data (annual-data.csv) will be uploaded in addition to the Monthly Viral Marker Data (monthly-vm-data.csv) and Semi-Annual Data (semi-annual-data.csv)

2.4.1 Annual (12-month) Collections Report

Column Header	Description / Instructions – Annual (12-month)
NDDR	Enter the NDDR / PPTA ID (EU centers) number for each plasma center for which you are reporting annual data.
Total1stDonors	Enter the total number of A1 Donors for the reporting year, regardless of whether the donor transitioned to Qualified status within the reporting year, and regardless of whether they tested positive or negative.
TotalA2Donors	Enter the total number of individuals processed as A2 Donors for the reporting year, regardless of whether the donor transitioned to Qualified status within the reporting year, and regardless of whether they tested positive or negative. Do not count AR2 Donors in this measure.

Column Header	Description / Instructions – Annual (12-month)
TotalAR1Donors	Enter the total number of individuals processed as AR1 Donors for the reporting year, regardless of whether the donor transitioned to Qualified status within the reporting year, and regardless of whether they tested positive or negative.
TotalAR2Donors	Enter the total number of individuals processed as AR2 Donors for the reporting year, regardless of whether the donor transitioned to Qualified status within the reporting year, and regardless of whether they tested positive or negative.
TotalRDonors	Enter the total number of all donors who have previously donated (A2, AR1 and Q) for the reporting year, regardless of IQPP Applicant or Qualified status, and regardless of whether they tested positive or negative. Also count any AR2 Donor whose AR1 donation occurred during the prior reporting year. All donations after the A1 donation or screening classify the donor as a Repeat Donor.
TotalAppDonors	Enter the total number of individuals processed as Applicant Donors during the reporting year, regardless of whether the donor transitioned to Qualified status within the reporting year, and regardless of whether they tested positive or negative. Count any individual who presented as an A1 or an AR1 Donor. Also count any A2 or AR2 Donor whose A1 or AR1 donation, respectively, occurred during the prior reporting year. To avoid multiple counting of a donor, Total Applicant Donors for each Semi-Annual and Annual reporting period must be calculated separately.

3. Data Submission

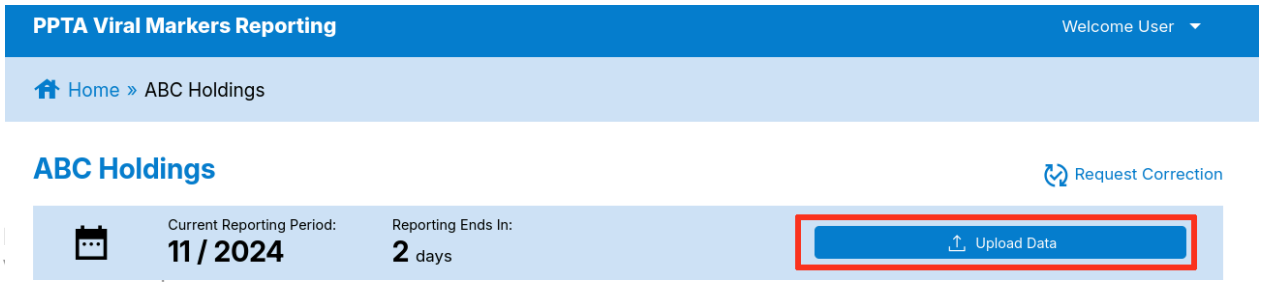
As part of your company's compliance with the IQPP Viral Marker Standard, submit reports on each center's viral marker data using the following electronic data forms:

- Monthly Marker Data Report
- Monthly Donation History Form for Positive Donors
- Semi-annual Data Report (to be included with the data submissions for the months of June and December only)
- Annual Data Report (to be included with the data submission for the month of December only)

You will have until the start of the designated upload period until the end of the month to upload your data. Late submissions are permitted by the system, however if you have not submitted your data before the start of the *next* upload period, you will instead need to request a correction (see section 3.3)

3.1 Upload Period and Status

Information about the latest upload period can be seen at the top of your screen when viewing the latest data. This includes the month and year of the latest data to upload, the days remaining in the upload period, and the status of your company's upload.



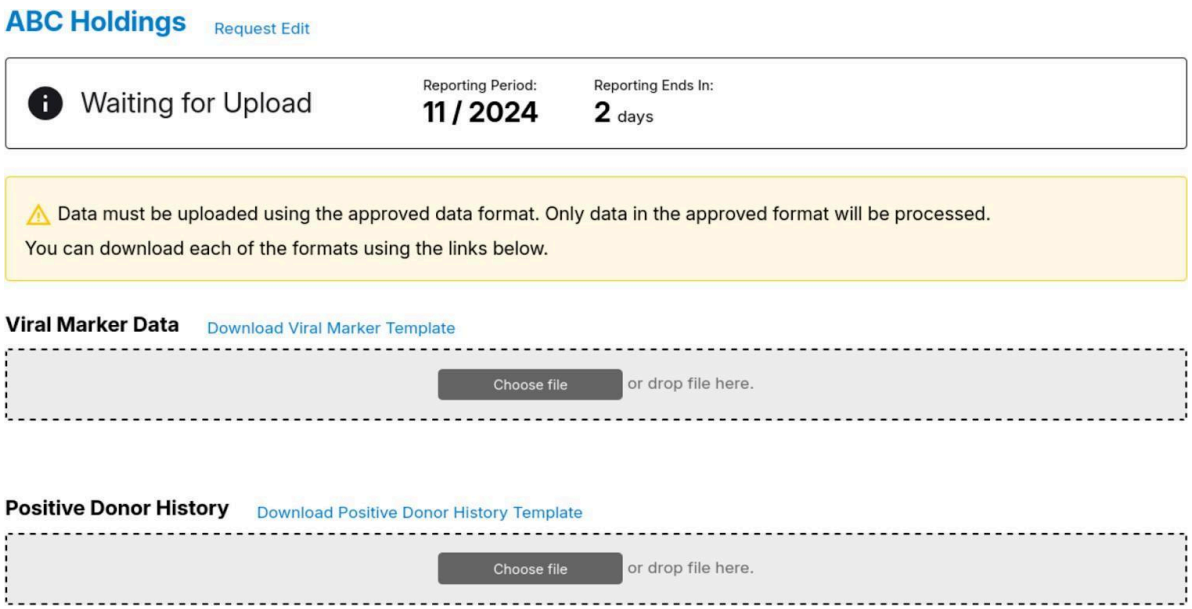
When the upload period is open, the button on the far right indicates the status of your company's data submission:

- Upload Data when system is ready to accept data
  - Click to upload data
- Waiting for Review while PPTA reviews your submission
  - Click to view upload receipt
- Data Accepted when PPTA has reviewed and accepted your submission

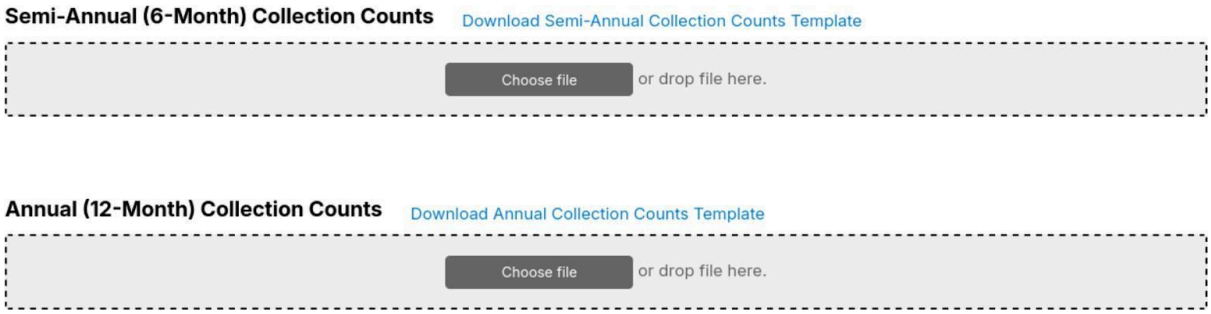
Accepted data is visible on the home screen When the upload period is not open, no status is shown.

3.2 Uploading Data Forms

When the period is open, click the "Upload Data" button to upload your data files. You will be taken to a page with each of the files required for upload:



When uploading data from June or December, the Semi-Annual and Annual Collection Count files will appear below the monthly files:

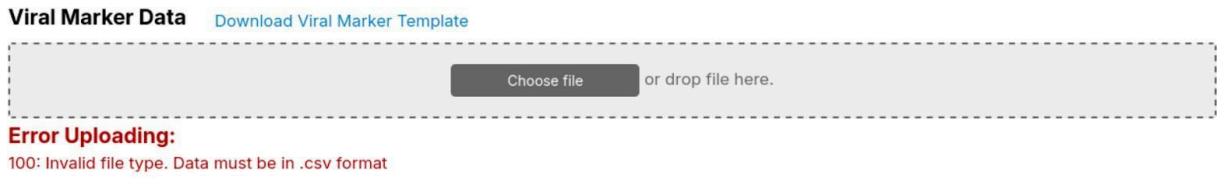


3.2.1 Selecting Files

For each required type of file, upload from your computer by dragging and dropping into the gray box, or click "Choose file" to browse and select. If you need to download a blank template, click the link next to the file heading. (See section 2 for more on file formats).

3.2.2 File Format Validation

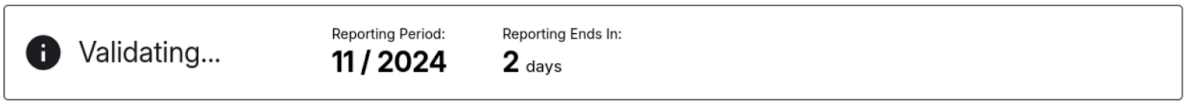
Before submitting your upload, the system will ensure the uploaded file is in the correct format. This includes the structure (i.e. that the required headers are all included) as well as data integrity and formatting (i.e. that numbers are numbers, dates are dates, etc.). The system will reject invalid uploads with an error. See Appendix 1 for details on error codes.



If the file format is valid, the gray section will turn green and show the filename. At this point, the file is fully uploaded to the system and will be preserved if you close the tab, refresh the page, or sign out. You can replace the uploaded file by clicking the *Replace File* link. Note that if the new file fails validation, it will not replace the existing one.

3.2.3 File Logical Validation

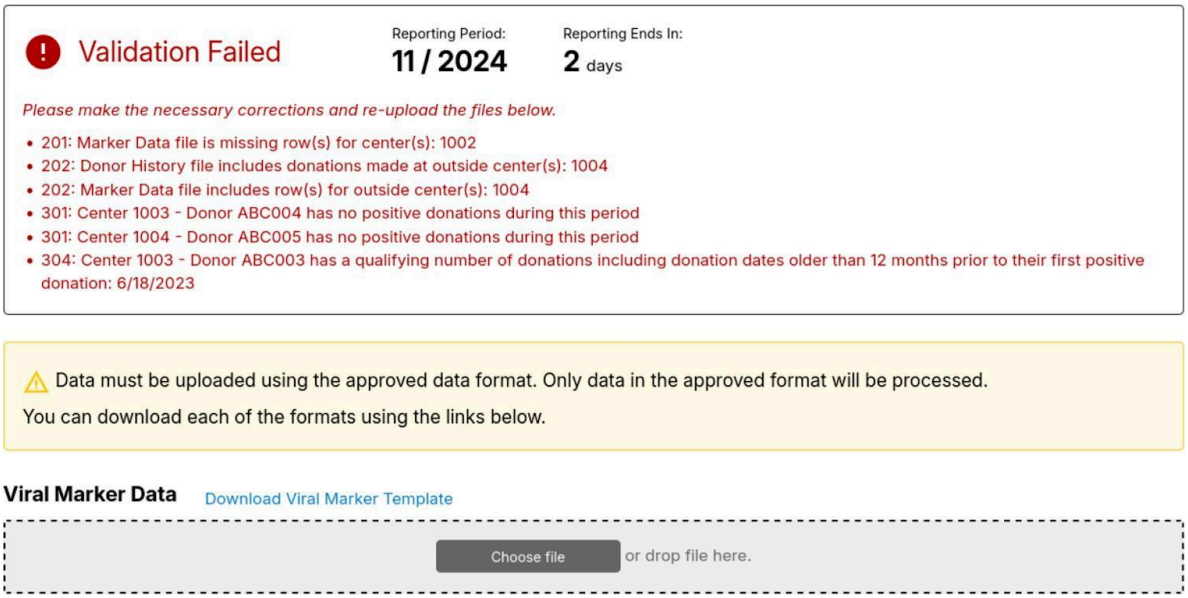
When all files are uploaded, the system will process the files and determine if they are valid to be submitted. The banner at the top of the screen will indicate "validating."



The logical validation checks that all the correct centers are included in the Marker Data and Collection Counts (if uploading), that there is a Positive Donor for each positive Maker, and that the correct history based on the Donor Type is included. For information about the expected data, refer to section 1. For templates and sample files, refer to Appendix 2.

If validation fails, the banner will turn red and present you with a list of errors. The file upload blocks will reset, and at this point you can address the errors presented and re-upload the files.

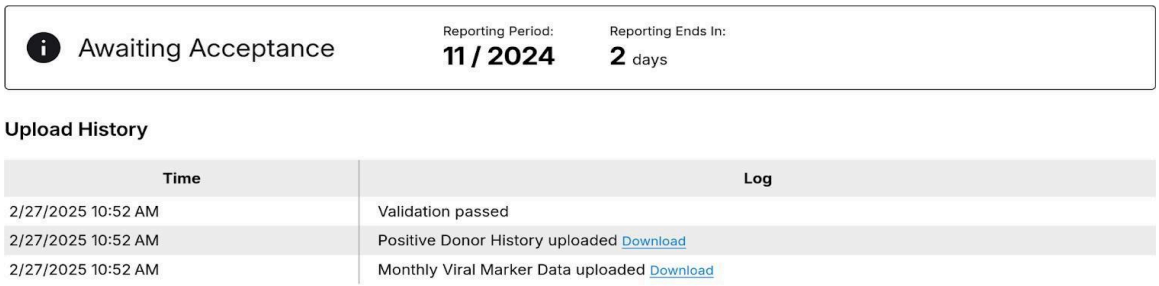
The errors will be preserved if you close the tab, refresh the page, or sign out while making the necessary changes. Details on the error codes and how to address them can be found in Appendix 2.



The process then repeats. After uploading the new files, the system will validate the file format and logical content. It is possible you receive a new list of errors, if there are new or persistent issues with the data uploaded. There is no limit to the number of times you can fail validation and retry.

3.2.4 Passing Validation and Upload Receipt

If the files are valid, the banner will change to "Awaiting Acceptance" and the screen will provide an upload receipt including the data submitted, as well as a log of the activities during this upload period. Print this page now if you require a copy of an upload receipt.



Upload History

Time	Log
2/27/2025 10:52 AM	Validation passed
2/27/2025 10:52 AM	Positive Donor History uploaded Download
2/27/2025 10:52 AM	Monthly Viral Marker Data uploaded Download

Uploaded Data
1001 - Delphiaworth, RI

NDDR	Plasma Center	App Donors	Total Donations
1001	Delphiaworth, RI	12	600

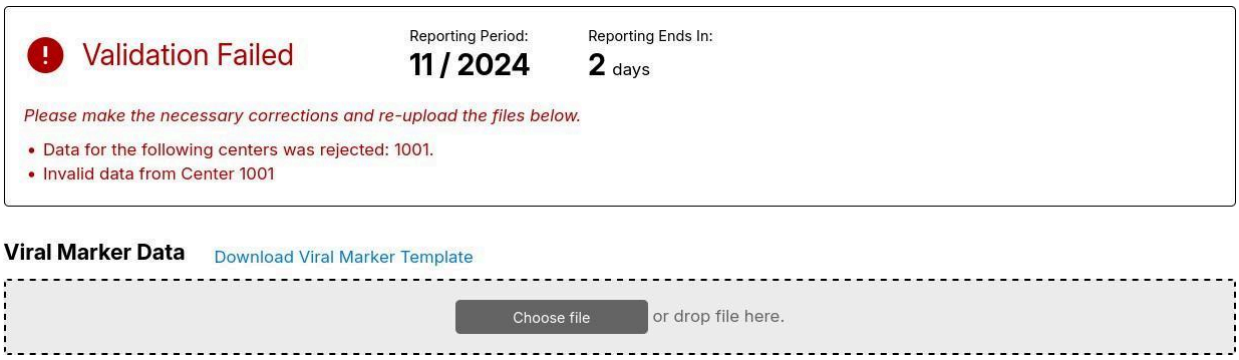
	HIV					HCV					HBV				
	A1	A2	AR1	AR2	Q	A1	A2	AR1	AR2	Q	A1	A2	AR1	AR2	Q
Serology	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0

The system does not include a separate report for upload receipts, but upload history is visible on the home screen after the data has been finalized.

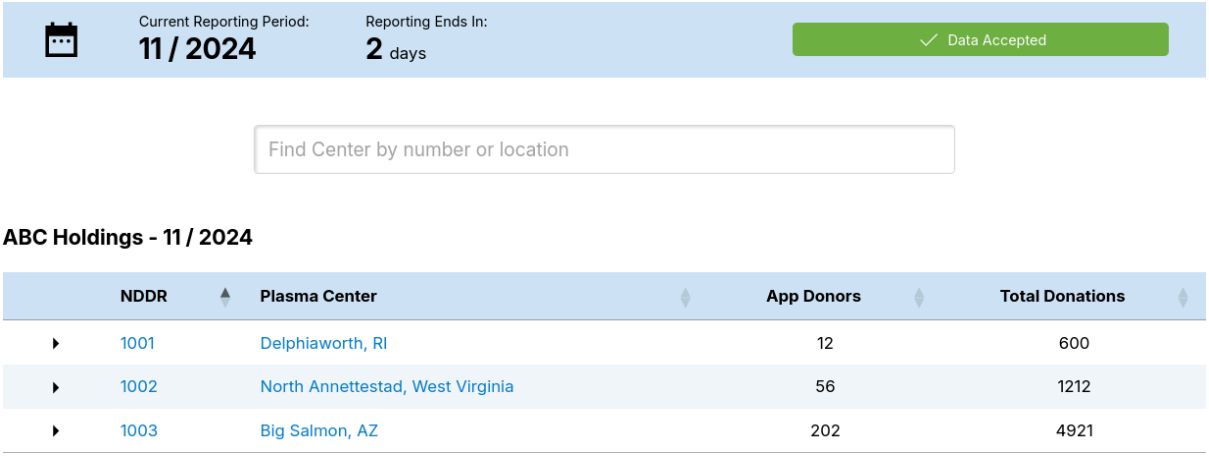
3.2.5 After File Review

PPTA will be notified your upload is ready to review. An administrator will examine the uploaded data and accept or reject it. Once they have completed the review, you will receive an email with next steps.

If the upload is rejected, you will have the opportunity to re-upload the data. The reasoning for the rejection will be displayed similarly to a validation error. If you have questions or clarifications, you can contact PPTA outside of the app (they may also contact you while reviewing the data).

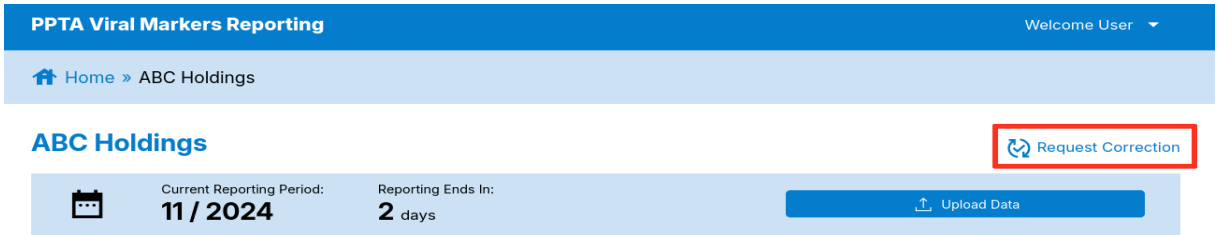


If your upload is accepted by PPTA, you will no longer be able to access the "upload" page. Instead, data (and all historical data) will be available on the homepage. The banner will reflect that data has been accepted, and the log of upload activities can be below the data table.

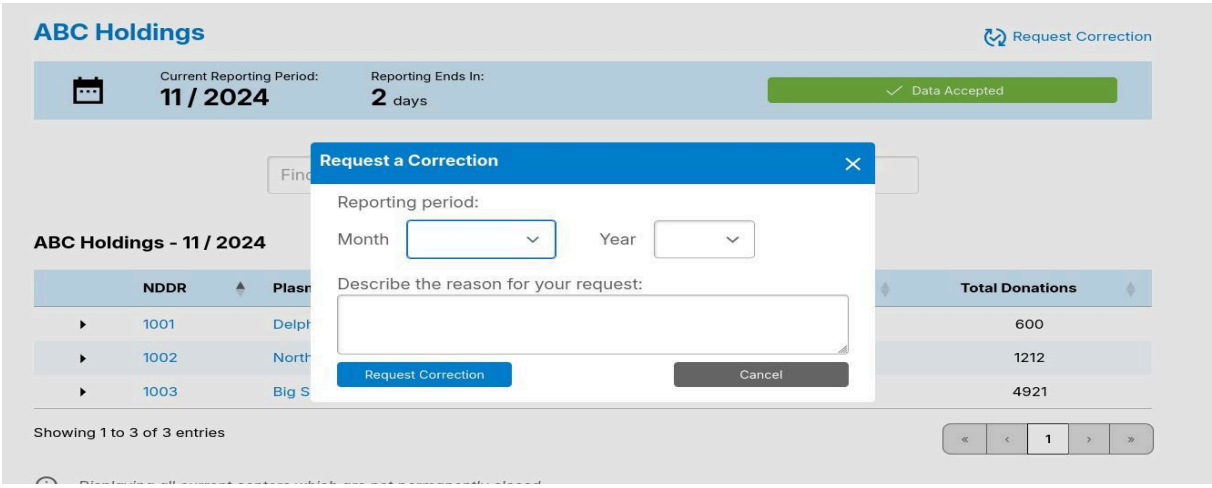


3.3 Corrections

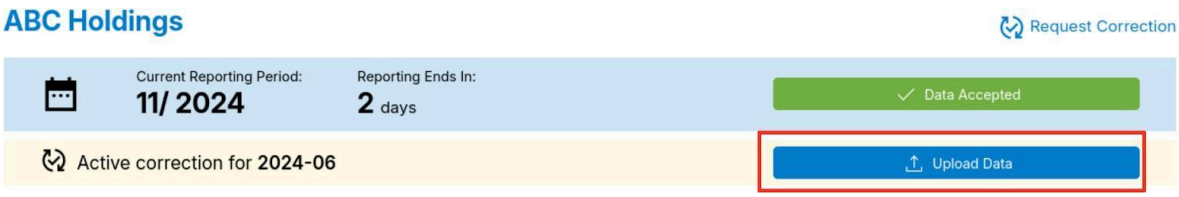
If you need to make a correction to data that has been accepted, or to data uploaded in the past, you can send a request to PPTA through the system. Click the "Request Correction" link on the homepage, above the upload banner.



Select the month and year of the data that needs corrected, and provide the reason for the correction. PPTA will be notified of your request. Note that if approved, the correction will remove your existing data for that period.



When PPTA starts the correction, you will be notified, and an additional banner will be displayed beneath the typical upload banner. Click the link to re-upload the data using the process outlined in section 2. You must re-upload all data for the correction to be valid.



Appendix 1: Upload Validation Error Codes

These are the errors the system may return based on invalid data uploaded, and how you might resolve them. If you are unable to resolve the issue, or believe it is incorrect, please contact PPTA.

A1.1 File Format Errors

These errors are file format issues which prevent the system from ingesting the data to further validate.

Code	Message	Suggestion
100	Invalid file type. Data must be in .csv format	The file uploaded is not a comma separated value file. Although you can edit your file in Excel or Google Sheets, you must save it as a .csv.
111	File is missing expected headers: [names of headers]	The file is missing the required headers on line 1, or the system is unable to read them. Make sure you are using the provided template, and not altering the headers.
112	Problem reading file header: [problem description]	
113	Row [#] - Validation failed: [problem description]	A value in the specified row is not using an approved value. Make sure NDDR numbers are formatted correctly, and see section 1.2.2.2 for valid positive/negative test indicators.
114	Row [#] - Bad data: [field name]	A value in the specified row is not the correct 'type' of data (i.e. a word instead of number, or a misformatted date). Check that values are in the correct format.
115	Row [#] - Unable to interpret value: [value]	
116	Row [#] - A field is missing	A row does not have the correct number of fields in it. Make sure there are the correct number of commas and that values are in the correct order.
120	Row [#] - An unexpected error has occurred: [problem description]	An unrecoverable error occurred while the system was parsing this row. Do your best to resolve the issue as described, and try again. Reach out to PPTA if the problem persists.

A1.2 Data Integrity Errors

These errors represent logical issues with the uploaded data: not all expected data is included, counts and history do not match, or other discrepancies. These errors will not include a row number, but when possible will include identifying data such as the NDDR / PPTA ID of a Center, a Donor ID and/or date.

Code	Data Integrity Error Message	Suggestion
201	[File] is missing row(s) for center(s): [#'s]	The file uploaded is not a comma separated value file. Although you can edit your file in Excel or Google Sheets, you must save it as a .csv.
202	[File] is missing row(s) for center(s): [#'s]	The specified file includes data from a Center that it should not. Make sure the file includes only centers your company owns. If a center has changed owners and the system does not reflect that, contact PPTA.

Code	Data Integrity Error Message	Suggestion
203	[File] includes rows(s) for closed center(s): [#'s]	The specified file includes data from a Center that it should not. Make sure the file includes only open centers your company owns. If a center has re-opened and the system does not reflect that, contact PPTA.
204	[File] contains multiple rows for center(s): [#'s]	The Monthly Viral Marker Data file, Semi-Annual Count, and Annual Count files should only include one row per center. Make sure the file is correct and try again.
205	Donor history includes a value for Donor Type on some rows but not all.	When using the optional Donor Type column, all rows in the Positive Donor History must have Donor's Type must be on every Donor History row, or none of them.
301	Center [#] - Donor [#] has no positive donations during this period	Each donor included in the history must have a positive donation during the reporting period. Check that you have the correct time period, and have not included any negative donors.
302	Center [#] - Donor [#] has donation dates in the future	Donations in the future should not occur.
304	Center [#] - Donor [#] has a qualifying number of donations including donation dates older than 12 months prior to their first positive donation: [date].	The system has inferred, based on the number of donations, that a donor is qualified and donations older than the past 12 months are included. ● If the donor is qualified, do not include donations older than 12 months. ● If the donor is a returning applicant, make sure you only include their previous negative donation (or two if AR2), and not their full prior history.
401	Center [#] - Mismatch between marker data and positive donors: [DonorType/Test] count is [#], but donor history includes [#] [DonorType] donors with [Test]: [matching Donor Ids]	The positive counts in the uploaded Monthly Viral Marker Data do not match the number of positive donors included in the Donor History. First, make sure the counts in the marker data file are accurate. ● When using the optional DonorType column, make sure all donors are the expected type, and that the counts in the marker data are accurate.

Code	Data Integrity Error Message	Suggestion
		• When not using the optional DonorType column, make sure you are including the correct amount of history for each donor. If a donor is misinterpreted (ie A1 instead of A2), the counts will not align. If the error continues, consider adding the DonorType column to pinpoint the discrepancy in the donor history.

A1.2.1 Donor Type Errors

These errors will be returned when including the optional DonorType value with Positive Donor History.

Code	Donor Type Error Message	Suggestion
ALL	-	Verify the donor is the intended type. Check for other rows which incorrectly use this Center and Donor ID. Make sure no donations are duplicated.
351	Donor [#] is an Applicant Type with donations after their positive donation	Subsequent donations (ie donations made after the positive donation) should only be included for Qualified donors.
352	Donor [#] is listed as A1 but has more than one donation in the donor history	For A1 Donors, only include their positive donation.
353	Donor [#] is listed as A2 but is missing prior negative donation in the donor history	For A2 Donors, include their positive donation as well as their single previous negative donation. Otherwise they may be A1.
354	Donor [#] is listed as A2 but has more than one prior donations in the donor history	For A2 Donors, include their positive donation as well as their *single* previous negative donation. Otherwise they may be Q.
355	Donor [#] is listed as A2 but previous donation is older than 6 months	For A2 Donors, include their positive donation as well as their single previous negative donation, which should have occurred in the last 6 months. Otherwise they may be AR1.
356	Donor [#] is listed as AR1 but is missing prior negative donation in the donor history	For AR1 Donors, include their positive donation as well as their previous negative donation. Otherwise they may be A1.
357	Donor [#] is listed as AR1 but has more than one prior donations in the donor history	For AR1 Donors, include their positive donation as well as their previous negative donation. Otherwise they may be AR2 or Q.
358	Donor [#] is listed as AR1 but previous donation is within the last 6 months	For AR1 Donors, include their positive donation as well as their previous negative donation, which should be older than the past six months. Otherwise they may be A2.

Code	Donor Type Error Message	Suggestion
359	Donor [#] is listed as AR2 but is missing prior negative donation in the donor history	For AR2 Donors, include their positive donation as well as their previous 2 negative donations. Otherwise they may be A1.
360	Donor [#] is listed as AR2 has more than two prior donations in the donor history	For AR2 Donors, include their positive donation as well as their previous 2 negative donations. Otherwise they may be Q.
361	Donor [#] is listed as AR2 but is missing a second negative donation in the donor history	For AR2 Donors, include their positive donation as well as their previous 2 negative donations. Otherwise they may be AR1.
362	Donor [#] is listed as AR2 but previous donation is older than 6 months	For AR2 Donors, include their positive donation as well as their previous 2 negative donations, the most recent of which should be within the last six months. Otherwise they may be AR1.
363	Donor [#] is listed as AR2 but second negative donation is within the last 6 months	For AR2 Donors, include their positive donation as well as their previous 2 negative donations, the oldest of which should be older than the last six months. Otherwise they may be Q.
364	Donor [#] is listed as Q but has [count] negative donation(s) within the last 6 months	For Q Donors, include their positive donation as well as all subsequent donations and donations from the past 12 months. If they don't have enough donations, they may be an Applicant Type.
365	Donor [#] has prior donations older than 12 months	For Q Donors, include their positive donation as well as all subsequent donations and donations from the past 12 months (and not any later).

A1.3 Other Errors

Code	Other Error Message	Suggestion
500	A server error occurred while validating. Please correct any other issues, then re-upload the files.	An unexpected server error occurred while processing the files, either during validation or after. The error may be intermittent, please re-upload the files and try again. If it continues, contact PPTA for assistance.