

**ATTACHMENT C2.**

**NASS ANNUAL SUBMISSION INSTRUCTION**



DEPARTMENT OF HEALTH & HUMAN SERVICES  
Service

Public Health

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Centers for Disease Control  
and Prevention (CDC)  
Atlanta,  
Georgia, GA 30333

September 12, 2012

Dear ART Program Staff,

**This letter contains important information regarding 2011 ART data reporting. Please share this information with everyone in your program who is involved in the data collection process.**

Thank you for your continued reporting of ART data to the Centers for Disease Control and Prevention (CDC) in compliance with the Fertility Clinic Success Rates and Certification Act of 1992 (42 U.S.C. 263a-1). ***This letter is to announce that the deadline for reporting data on ART cycles started in 2011 is Monday, December 17, 2012.*** This is the deadline for both online submission of 2011 ART data through the National ART Surveillance System (NASS) **and** hardcopy submission of the NASS-generated annual clinic success rates table signed by the clinic's Medical Director responsible for verification of the accuracy of the data submitted to Westat. ART programs are required to report all ART cycles performed in 2011, including canceled cycles, in which ovarian stimulation or monitoring has been carried out with the intent of undergoing ART but which did not proceed to oocyte retrieval or transfer of embryos for any reason. ***ART programs that performed ART procedures in 2011 and that fail to submit 2011 data to Westat through NASS by December 17, 2012 will be listed as non-reporters in the 2011 ART Success Rates Report.***

Procedures for reporting 2011 data through NASS are similar to those of the 2010 reporting year. For reporting year 2011 and beyond, success rates for women aged >44 years will be included in the clinic tables. Regardless of the method chosen for submitting data to NASS, each clinic must complete the annual submission steps as detailed in the NASS Annual Submission Guide posted on the NASS Web site ([www.artreporting.org](http://www.artreporting.org)). To access the submission Web page and guide, first log into NASS, select the 2011 reporting year, and select the *Submit Annual Data* link on the menu. This will reveal *Submit Annual Data* and *Submission Guide* links.

Every ART program must have an account to access the NASS website. NASS accounts established previously can be used for reporting 2011 data for the same clinic, although user passwords may need to be re-established if they have expired since last using NASS. Please contact the ***NASS Help Desk at 1-888-650-0822 or by e-mail at [NASS@Westat.com](mailto:NASS@Westat.com)*** at your earliest convenience to set up a NASS clinic account if you have never done so. The NASS Help Desk may be contacted if users have forgotten their log-in information, if your clinic needs additional startup materials or additional NASS user accounts, or if you have any questions or require additional assistance. Please also notify the NASS Help Desk of any changes in your clinic's operation, location or key staff (i.e., Practice, Medical, or Laboratory Director).

All ART programs will receive a CD-ROM of the ART Fertility Clinic Success Rates Report. If you would like to receive a hard copy of the report or need additional CDs, please submit your request to [www.cdc.gov/art/artreports.htm](http://www.cdc.gov/art/artreports.htm) or via e-mail to [drhinfo@cdc.gov](mailto:drhinfo@cdc.gov).

Thank you very much for your cooperation!

Sincerely,



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