MISSISSIPPI STATE DEPARTMENT OF HEALTH

Mississippi State Department of Health Checklist for Electronic Laboratory Reporting (ELR) Onboarding

Introduction
This onboarding checklist is intended for those interested in Electronic Laboratory Reporting (ELR), including those interested in obtaining Centers for Medicaid and Medicare (CMS) "Meaningful Use" funding.

Purpose
The purpose of this checklist is to provide the reader with the information necessary for successful electronic laboratory reporting to Mississippi State Department of Health (MSDH). The onboarding checklist is for Health Systems, Hospitals, Laboratories, and their Vendors.

Pre-Registration with MSDH

Before registering with MSDH, the items listed below are required to begin the on-boarding process.

Trading Partner Activity	Complete	Date
Register Meaningful Use Stage 2 Registration of Intent		
Register with MS-HIN		
Create a Direct Email Account		
Review the Mississippi ELR Implementation Guide		
Download the HL7 Version 2.5.1 Implementation Guide (Release 1)		
Map Local Test Codes to LOINC Codes		
Map Local Result Codes to SNOMED Codes		
Map Local Specimen Sources to SNOMED Codes		
Map Local Patient Identifiers to PHIN-VAD Codes		
Complete the Vocabulary Worksheet and send to MSDH		

The On-boarding Process
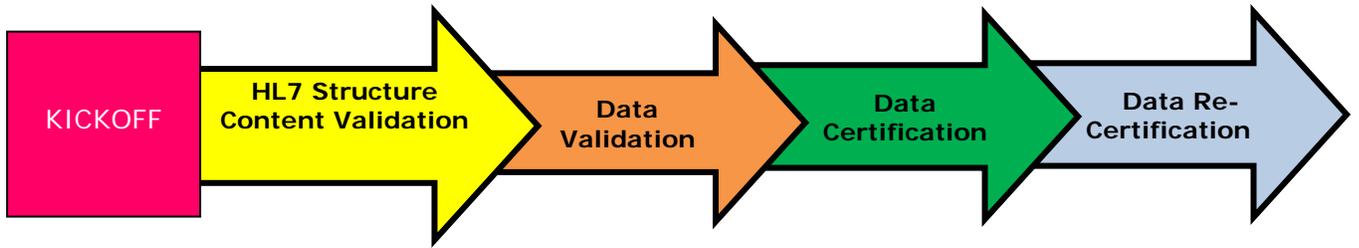
Phase 1: Kickoff

Trading Partner Activity	Complete	Date	MSDH Response
Participate in the phone call with MSDH, MS-HIN, and Software Vendor.			Participate in the call and give feedback on Pre-Registration Activities.
Complete all outstanding Pre-Registration Activities.			Acknowledge Completed Activities.
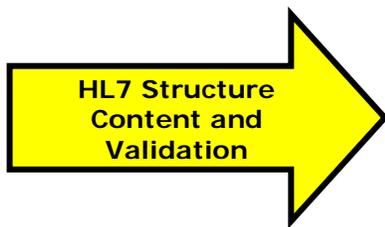
Phase 2: HL7 Structure and Content Validation

Trading Partner Activity	Complete	Date	MSDH Response
Create HL7 2.5.1 messages for reportable diseases and send through Direct to msdh.elr.onboard@msdh.mshindirect.org • The TP will need to send a minimum of one ELR per reportable test performed at the facility.			Review HL7 message structure and provide feedback to Trading Partner.

• A minimum of one data type (e.g., CE, NM, SN, ST, TX) for review			
Fix HL7 message structure from MSDH and send additional HL7 messages for review through Direct.			Confirm HL7 message structure is corrected.

Data Validation

Phase 3: Data Validation

Trading Partner Activity	Complete	Date	MSDH Response
Send ELR test messages with **real patient data** for reportable diseases through Direct.			Validate the Quality of Content and provide feedback.
Fix the Quality of Content errors as applicable.			Confirm Quality of Content is correct.

Data Certification

Phase 4: Data Certification

Trading Partner Activity	Complete	Date	MSDH Response
Attend Parallel Testing Meeting with MSDH.			Arrange Parallel Testing Meeting. Provide data certification document outlining the parallel testing process.
Begin parallel testing with production level data.			Validate Quantity of Messages and give confirmation to turn off manual reporting feed.
Turn off manual reporting feed.			Receive ELRs in production for Class 2 and 3 reportable diseases and conditions.

August 2014

Data Re-Certification

Phase 5: Data Recertification

Trading Partner Activity	Complete	Date	MSDH Response
Send (Quarterly, Six Month, Annual) line listing through Direct.			Validate Message Quality and Quantity.
Fix Message Quality and Quantity errors (as needed).			Confirm errors have been corrected.

Useful Links

1. MSDH ELR Guide
2. HL7 Version 2.5.1 Implementation Guide: ELR to Public Health, Release 1 (US Realm)
3. MS-HIN
4. Direct
5. Meaningful Use Stage 2 Registration of Intent
6. LOINC
7. SNOMED CT – Results Codes (Organisms)
8. SNOMED CT – Result Codes (Qualitative)
9. PHIN-VADS
10. SNOMED CT – Specimen Codes
11. Meaningful Use Stage 2 ELR homepage

August 2014

Checklist Summary

Pre-Registration Activities	Complete	Date
Register Stage 2 of Meaningful Use through Survey		
Register with MS-HIN		
Create a Direct Email Account		
Download the Mississippi ELR Implementation Guide		
Download the HL7 Version 2.5.2 Implementation Guide (Release 1)		
Map Local Test Codes to LOINC Codes		
Map Local Result Codes to SNOMED Codes		
Map Local Specimen Sources to SNOMED Codes		
Map Local Patient Identifiers to PHIN-VAD Codes		
Complete the Vocabulary Worksheet and send to MSDH		
Register Stage 2 of Meaningful Use through Survey		
Kickoff Activities	**Complete**	**Date**
Participate in the phone call with MSDH, MS-HIN, and Software Vendor.		
Complete all outstanding Pre-Registration Activities.		
HL7 Structure and Content Validation Activities	**Complete**	**Date**
Create HL7 2.5.1 messages for reportable diseases and send through Direct to msdh.elr.onboard@msdh.mshindirect.org		
Fix HL7 message structure from MSDH and send additional HL7 messages for review through Direct.		
Data Validation Activities	**Complete**	**Date**
Send ELR test messages with **real patient data** for reportable diseases through Direct.		
Fix the Quality of Content errors as applicable.		
Data Certification Activities	**Complete**	**Date**
Attend Parallel Testing Meeting with MSDH.		
Begin parallel testing with production level data.		
Turn off manual reporting feed.		
Data Re-Certification Activities	**Complete**	**Date**
Send (Quarterly, Six Month, Annual) line listing through Direct.		
Fix Message Quality and Quantity errors (as applicable).		

August 2014