| | | **Code:** | HL7_001 |
|---|---|---|---|
| DPH Connecticut Department of Public Health | It's Your Best Shot! CT WiZ Connecticut Immunization Information System | **Version:** | 1.1 |
| | | **Effective per:** | 07/06/2021 |
| What are the steps for HL7 Onboarding Registration? | | **Pages:** | Page **1** of **4** |

## 1. WHAT ARE THE STEPS IN THE HL7 ONBOARDING REGISTRATION PROCESS?

| Responsible Party | Action Step |
|---|---|
| Organization/Clinic/HL7 submitter | **CT WiZ HL7 Application Form** |
| | An organization/clinic/HL7 submitter wishing to establish an interface should submit the HL7 application using the link:<br>• "CT WiZ HL7 Application Form" (see point number 6 to submit the application form) HL7 Application Form (ct.gov) |
| CT WiZ Staff | **Waiting List (Onboarding Queue)** |
| | A waiting list (onboarding queue) is maintained. Completed HL7 Application Form is added to the waiting list and organizations will be contacted when CT WiZ staff are able to launch your kick-off meeting. Considerations for selecting the next HL7 project can include (but is not limited to) number of vaccinations administered per month, vendors supporting a large number of clinics, and large public pediatric clinics. |
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Kick-off Meeting** |
| | CT WiZ Staff will schedule a webinar meeting with you to review the next steps, document the responsible parties, provide configuration/connection specifications and provide access to the CT WiZ QA (test) environment. |
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Progress Meetings** |
| | Meetings will be held bi-weekly (or more frequently) to ensure the project is progressing and to address any issues. |

| Responsible Party | Action Step |
|---|---|
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Configuration/Connection** |
| | The provider organization, through their designated representative (IT support, EHR vendor representative, etc.), configures their system to generate HL7 messages and establishes a connection via web services to the CT WiZ QA (test) environment. It is required that the organization connect their production ("live") data from their EHR to CT WiZ's QA (test) environment. **Submission Method/Frequency:** CT WiZ offers web services submission only. "Real-time" is the preferred frequency, but hourly or daily submissions are acceptable. |
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Testing/Reviewing** |
| | As immunization data is entered into a provider organization's "live" EHR system, it is sent to the CT WiZ QA (test) environment. Acknowledgement messages (ACK's) are returned to the EHR system in response. The organization (or their designee) should monitor the ACK's and take actions to correct submissions as needed until errors no longer occur. The CT WiZ HL7 staff also monitor the HL7 test messages and communicates issues to the provider (or their designee). CT WiZ requires that interface testing be done if changes/upgrades are made to an organization's EHR system to ensure ongoing submission of data is complete and accurate. |
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Data Quality** |
| | To ensure all immunization data is sent from the organization's EHR to CT WiZ, A Reconciliation Report must be completed for each clinic submitting data. This involves generating a report from the EHR and from the CT WiZ QA (test) environment for comparison (i.e. If 2 DTaP vaccinations were entered in the EHR, there should be 2 DTaP vaccinations reported to CT WiZ during the same timeframe.) CT WiZ staff will generate data quality reports to resolve duplicates and other issues created and will contact the clinic for assistance if needed. Reports must match, without errors for two (2) weeks, before the interface is approved for "Go live" into CT WiZ Production environment. |

| Responsible Party | Action Step |
|---|---|
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Go-Live** |
| | "Go-Live" is a term used to refer to the date on which the organization begins to submit real patient data to the CT WiZ Production environment. On the go-live date, user accounts in the CT WiZ Production environment for the organization's office staff will be issued. |
| Organization/Clinic/HL7 submitter/CT WiZ Staff | **Ongoing Submission** |
| | Organizations are expected to regularly monitor their interface to ensure ongoing, accurate submission, and should notify CT WiZ staff as soon as possible if changes to their EHR system occur or are planned. |

## 2. How long does an HL7 interface project take?

Once you have successfully registered, your clinic will receive acknowledgement that you have been placed on the waiting list (onboarding queue). CT WiZ staff will keep you informed and you will receive an email when you will be moved to the kick-off phase where you will receive instructions on how to submit data to the CT WiZ QA (test) environment. CT WiZ staff will conduct a comprehensive quality review of data to ensure accuracy and completeness. An HL7 project typically takes 1-3 months from "kick-off" to "go-live." It is not uncommon for projects to take longer as a result of shifting vendor or provider priorities, or challenges with formatting or content. Some projects have taken less time as a result of highly-engaged participants, good data quality, and flexible vendor technology.

## 3. What version of HL7 can be used (to interface with CT WiZ)?

Version 2.5.1

## 4. Does CT WiZ offer bi-directional messaging (query and response)?

Yes

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## 5. How is the waiting list (onboarding queue) prioritized to move to the kick-off phase?

Considerations for selecting the next HL7 project can include (but is **not limited** to):

- Number of vaccinations administered
- Vendors who support a large number of clinics
- Large public pediatric clinics

## 6. FORMS/ENVIRONMENTS

| FORM # | RECORD/FORM/ACTIVITY NAME |
|---|---|
| Link | **https://dphsubmissions.ct.gov/HL7Application/Application** |
| | CT WiZ Local Implementation Guide for HL7 2.5.1 Immunization Messaging |

### VERSION HISTORY

| VERSION | EFFECTIVE DATE | DESCRIPTION OF CHANGE | REQUESTED BY |
|---|---|---|---|
| 1.0 | 06/12/2018 | Initial Draft | CT DPH |
| 1.1 | 07/06/2021 | Updated Draft | CT DPH |