VAC TRAK

Electronic Data Exchange - Interface Project Stages

Stages and milestones for developing a unidirectional interface between an organization's electronic health record system (EHR) and VacTrAK (PHC-Hub) for secure reporting of immunization information via HL7 messaging.

Discovery – provider interested in HL7 data exchange interface. VacTrAK staff provides links to HL7 requirements, standards, and forms for organization staff to review and complete.

- VacTrAK Contract Healthcare Provider (if current form is not already on file)
- VacTrAK Roles and Responsibilities
- Provider staff completes VacTrAK user training and is actively entering administered vaccinations into VacTrAK manually within 14 days per 7 AAC 27.650 until electronic interface is live
- Provider Electronic Data Exchange Readiness Checklist self-assessment completed and HL7 requirements and standards reviewed

Planning – information gathered to determine contacts, set configuration requirements and discuss any modifications required in the EHR, in the organization's business practice, or with staff workflow or training to accurately populate HL7 messages.

- Interface Project Profile Form completed (emailed by VacTrAK staff)
- Kick-off call webinar to review the Interface Project Profile Form (Organization may invite EHR vendor as needed)
- If necessary, organization staff may need to demonstrate workflow or use of EHR via webinar

Development - interface configuration; this may also require EHR configuration by organization staff or vendor based on kick-off call findings.

- HL7 username and password established
- Facilities mapped and vaccine decrementing verified if organization has multiple locations
- HL7 requirements and code standards review
- Error report set-up and review with organization
- Connectivity tested to ensure site can securely send HL7 to VacTrAK/PHC-Hub

Testing –send messages and assess data quality to HL7 standards. The testing process may cycle several times until the interface is properly configured and issues resolved to a point where error rate is less than 1%.

> NOTE: At this stage the data is NOT allowed to pass from PHC Hub through to VacTrAK as data quality must still be evaluated; organization staff should continue manual entry of immunizations into VacTrAK in accordance with state regulation.

- Real patient data
- 250-1000 messages
- Error reports indicate issues to be resolved

Electronic Data Exchange - Interface Project Stages

Testing Continued...
- Data Quality Standards: CDC Implementation Guide, VacTrAK Implementation Guide
- Required (R) data elements are expected 100% of the time
- Conditionally required (C/R) data would be expected 100% of the time when the condition is met.

Certification –verify the data received into VacTrAK accurately reflects EHR data.
- VacTrAK selects 50 random patient records from the successful messages and forwards to the organization for chart reviews
- Organization compares VacTrAK data to EHR via chart review and reports findings to VacTrAK
- Discrepancies and previously unknown issues are resolved, new test messages are sent and reviewed until data quality standards are met
- Any deficiencies in the interface and any resulting required interventions are discussed and a resolution plan is agreed upon

Prep for "Go Live!" – Final changes to settings, on-going QA report recipients and inventory managers identified and trained.
- Organization identifies person(s) responsible for following up on VacTrAK Error reports and other concerns or issues as they arise after go live
- Legacy/historical data loads are discussed
- VacTrAK reports to monitor vaccines administered are reviewed
- Vaccine Coordinators for organizations that manage vaccine inventory in VacTrAK must:
  - Reconcile state supplied vaccine inventory just prior to go-live
  - Complete Correct Lot Decrementing Training and utilize monthly
  - Review reports to verify vaccine decremented from inventory as expected

"Go Live!" & On-going QA – data allowed to pass to VacTrAK production with on-going quality monitoring.
- Newly live interfaces are monitored closely for at least two weeks
- **All message errors in VacTrAK Error Report need to be fixed** in the organization's EHR and re-submitted electronically OR entered manually into VacTrAK in accordance with state regulation and program policy
- Organization monitors their own data in VacTrAK to ensure all expected data is received and inventory decremented appropriately
- VacTrAK regularly emails notices regarding planned system outages or other important information. The organization should have a plan to manage such outages, which includes a process for submitting to VacTrAK any data missed
- VacTrAK periodically reviews HL7 data for quality provides feedback to organization for improvement