

Tennessee Immunization Information System (TennIIS) Data Exchange On-Boarding Checklist

Please note that the information in this document only applies to immunization information exchange in TN. The information below does not pertain to Electronic Lab Results, Cancer Case Reporting, or Syndromic Surveillance.

Introduction

The Tennessee Immunization Information System (TennIIS) team within the Department of Health has programmatic oversight of the state’s Immunization Information System (IIS, “Registry”) and its web interface, known as the TennIIS.

TennIIS gives authorized immunizing providers the ability to submit and obtain comprehensive vaccine records on any patients in the system. TennIIS accepts immunizations administered in **any** clinical setting by **any** authorized immunizing provider to recipients of **all ages**.

Purpose

The purpose of this document is to provide the reader with all of the information necessary to successfully interface with the immunization registry. The onboarding checklist is for providers, hospitals, and their vendors or business associates.

Note: In addition to the Official Letters or emails listed below, TDH will supply an Official Letter each time the Trading Partner transitions to a new phase in the on-boarding process.

Registration with Public Health Agency

Trading Partner (TP) Activity (Stage 1)	Complete	Date	TDH Response	Official Letter
Complete registration of intent at https://twis.tn.gov/twisprod/Registrar/MU/MUregistration.asp .	<input type="checkbox"/> Yes		Send MU registration confirmation to registrant	Email
	<input type="checkbox"/> Yes		Send Stage 1 submission instructions	Email
Send Stage 1 MU HL7 message	<input type="checkbox"/> Yes		Send Stage 1 attestation letter	Email

On-going Submission

Phase 1: Registration with Public Health Agency (PHA)

Trading Partner (TP) Activity (Stage 2)	Complete	Date	TDH Response	Official Letter
Complete registration of intent at https://twis.tn.gov/twisprod/Registrar/MU/MUregistration.asp .	<input type="checkbox"/> Yes		Send MU registration confirmation to registrant	Email
	<input type="checkbox"/> Yes		Send Stage 2 onboarding instructions	Email
Conference call – be sure to include EHR vendor and appropriate IT staff Date: Time:	<input type="checkbox"/> Yes		Schedule conference call with provider, EHR vendor, and TennIIS team; send copy of Trading Partner Agreement (TPA)	Email
Vendor and potential trading partner review TPA, CDC Implementation Guide, and HL7 Standards	<input type="checkbox"/> Yes		Send HL7 test plan to provider and vendor	Email

TennIIS Data Exchange On-Boarding Checklist Continued

Phase 2: Testing

Trading Partner (TP) Activity	Complete	Date	TDH Response	Official Letter
Enter HL7 test plan patients into EHR test environment and send HL7 test file to appropriate TDH IT staff	<input type="checkbox"/> Yes		Review HL7 test message and send test results to vendor and provider for correction	Email
Make necessary corrections to HL7 message and send corrected version to appropriate TDH IT staff	<input type="checkbox"/> Yes		Review corrected HL7 test message Send HL7 test plan results and HL7 ACK messages	Email w/attachments
Provide required information for TPA	<input type="checkbox"/> Yes		Invite TP to begin on-boarding and provide secure transport options	

Phase 3: On-Boarding

Trading Partner (TP) Activity	Complete	Date	TDH Response	Official Letter
Establish secure transport and test with TDH	<input type="checkbox"/> Yes		Acknowledge that transport connectivity test completed	N/A
Review updated TPA and send TDH signed version	<input type="checkbox"/> Yes		Send TP copy of finalized, signed TPA	N/A
Send small batch file using appropriate transport to TennIIS	<input type="checkbox"/> Yes		Send TP/vendor message corrections if applicable	N/A

Phase 4: Production

Trading Partner (TP) Activity	Complete	Date	TDH Response	Official Letter
Start sending production batch/real time messages to TennIIS	<input type="checkbox"/> Yes		Review submitted patient data and validate using ACIP recommendations; send TP any issues that need to be corrected	N/A
<i>If applicable:</i> Correct any issues found during production	<input type="checkbox"/> Yes		Schedule TP for iWeb or PHC Hub training	Production Review Completed
Continue ongoing submissions	<input type="checkbox"/> Yes		Send TP Stage 2 MU letter	Email w/attachment

TennIIS Data Exchange On-Boarding Checklist Continued

Message Transport Options	Complete	Date
Secure File Transport (SFTP) <ol style="list-style-type: none"> HL7 2.3.1 (VXU/VXQ) or 2.5.1 (VXU only) Trading Partners will be limited to a maximum of 2000 messages per batch Trading Partners may also send a batch with less than 20 messages for fast batch processing Trading Partners shall not send multiple contiguous batches containing only one message. Trading Partners must place a 5 minute interval between transmissions. 	<input type="checkbox"/> Yes	
Web Services <ol style="list-style-type: none"> Trading Partners to use TDH WSDL for both sending and receiving messages. Trading partner must contact the TennIIS team to obtain the username and password since the communication is SOAP/Basic authentication over SSL. Trading partner must install Web-services Client since the communication is SOAP/Basic authentication over SSL. Trading partner must provide username and password to their Web-services Client to the TennIIS team. Trading Partners must provide their Web-services URL to the TennIIS team. 	<input type="checkbox"/> Yes	
Direct Messaging <ol style="list-style-type: none"> Trading Partners with the Direct Message capability and/or who are connected to an EHNAC DirectTrust (www.directtrust.org) accredited Health Information Service Provider (HISP). Trading Partners must provide direct email address to TennIIS team. 	<input type="checkbox"/> Yes	

Note: TP should discuss message transport options with vendor before indicating to TennIIS team the desired option.

Useful Links

CDC Implementation Guides

- HL7 2.5.1 <http://www.cdc.gov/vaccines/programs/iis/technical-guidance/downloads/hl7guide-1-5-2014-11.pdf>
- HL7 2.3.1 <http://www.cdc.gov/vaccines/programs/iis/technical-guidance/downloads/hl7guide.pdf>

Vaccines Administered

- HL7 Standard CVX Code Set Table <http://www2a.cdc.gov/vaccines/IIS/IISStandards/vaccines.asp?rpt=cvx>
- CPT Codes Mapped to CVX Codes <http://www2a.cdc.gov/vaccines/IIS/IISStandards/vaccines.asp?rpt=cpt>
- HL7 Standard MVX Code Set Table <http://www2a.cdc.gov/vaccines/IIS/IISStandards/vaccines.asp?rpt=mvx>

Tennessee Immunization Program

- Tennessee Immunization Information System (TennIIS) <https://www.tennesseeiis.gov/tnsiis/>
- Immunization Requirements <http://health.state.tn.us/Ceds/immunization.htm>

Meaningful Use Public Health Options in TN

- Tennessee Department of Health http://health.state.tn.us/Meaningful_Use/index.shtml