# 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 TennIIS.

TennIIS gives authorized immunizing providers the ability to submit and obtain comprehensive vaccine records on any patient 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.

## Phase 1: Registration with Public Health Agency (PHA)

| Trading Partner (TP) Activity | Complete | Date | TDH Response | Via |
|---|---|---|---|---|
| Complete registration of intent at https://apps.health.tn.gov/twisprod/RegisterMU/MUregistration.asp. | ☐ Yes | | Send registration confirmation to registrant | Email |
| | ☐ Yes | | Send onboarding instructions | Email |
| Conference call – be sure to include EHR vendor and appropriate IT staff <br><br> Date:          Time: | ☐ Yes | | Schedule conference call with provider, EHR vendor, and TennIIS team | Email |
| Vendor and potential trading partner review technical specifications, CDC Implementation Guide, and HL7 Standards | ☐ Yes | | Send HL7 test plan to provider and vendor | Email |

## Phase 2: Testing

| Trading Partner (TP) Activity | Complete | Date | TDH Response | Via |
|---|---|---|---|---|
| Enter HL7 test plan patients into EHR test environment and send HL7 test file to appropriate TDH IT staff | ☐ 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 | ☐ Yes | | Review corrected HL7 test message <br> Send HL7 test plan results and HL7 ACK messages | Email w/attachments |
| Provide required information for Trading Partner Agreement (TPA) | ☐ Yes | | Invite TP to begin on-boarding and provide secure transport options | N/A |

# TennIIS Data Exchange On-Boarding Checklist Continued

## Phase 3: On-Boarding

| Trading Partner (TP) Activity | Complete | Date | TDH Response | Via |
|---|---|---|---|---|
| Establish secure transport and test with TDH | ☐ Yes | | Acknowledge that transport connectivity test completed | N/A |
| Review updated TPA and send TDH signed version | ☐ Yes | | Send TP copy of finalized, signed TPA | N/A |
| Send small file using appropriate transport to TennIIS | ☐ Yes | | Send TP/vendor message corrections if applicable | N/A |

## Phase 4: Production

| Trading Partner (TP) Activity | Complete | Date | TDH Response | Via |
|---|---|---|---|---|
| Start sending production messages to TennIIS | ☐ Yes | | Review submitted patient data and validate using ACIP recommendations; send TP any issues that need to be corrected | N/A |
| *If applicable*: Correct any issues found during production | ☐ Yes | | Schedule TP for iWeb or PHC Hub training | Production Review Completed |
| Continue ongoing submissions | ☐ Yes | | N/A | N/A |

| Message Transport Options | Complete | Date |
|---|---|---|
| Secure File Transport (SFTP)<br>a. HL7 2.3.1 or 2.5.1<br>b. Trading Partners will be limited to a maximum of 2000 messages per batch<br>c. Trading Partners may also send a batch with less than 20 messages for fast batch processing<br>d. Trading Partners shall not send multiple contiguous batches containing only one message.<br>e. Trading Partners must place a 5 minute interval between transmissions. | ☐ Yes | |
| Web Services<br>a. Trading Partners to use TDH WSDL for both sending and receiving messages.<br>b. Trading partner must contact the TennIIS team to obtain the username and password since the communication is SOAP/Basic authentication over SSL.<br>c. Trading partner must install Web-services Client since the communication is SOAP/Basic authentication over SSL.<br>d. Trading partner must provide username and password to their Web-services Client to the TennIIS team.<br>e. Trading Partners must provide their Web-services URL to the TennIIS team. | ☐ Yes | |

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

**TennIIS Data Exchange On-Boarding Checklist Continued**

**Useful Links**

CDC Implementation Guides
- HL7 2.5.1 http://www.cdc.gov/vaccines/programs/iis/technical-guidance/downloads/hl7guide-1-5-2014-114.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 https://tn.gov/health/article/required-immunizations

Meaningful Use Public Health Options in TN
- Tennessee Department of Health https://tn.gov/health/topic/meaningful-use-summary