

# On Par with DOR

*The Latest Drug Overdose Reporting News and Announcements*

## *In This Issue....*

**A Message from our Director**

**Reporting Tips**

**Error Identification and Correction**

**Reminders**

**Useful Resources**

Office of Informatics & Analytics

710 James Robertson Parkway

Andrew Johnson Tower, 7th Floor

Nashville, TN 37243

[TDH.Informatics@tn.gov](mailto:TDH.Informatics@tn.gov)

## A Message from Our Director

On behalf of the entire team, I would like to send a huge thank you to all our partners working to report drug overdoses for their organizations each week. The healthcare community here in Tennessee has weathered significant challenges in recent years, and yet so many of our Drug Overdose Reporting (DOR) partners continue to report timely and accurately. We appreciate you all, and we understand the effort it must take to ensure your organization's DOR reporting obligations are met.

Your reporting efforts allow us to continue to provide vital information to leaders, decision-makers, and others around the state working to end the drug overdose crisis in our communities. The DOR team works hard to make sure your data is processed effectively and that the highest standards of quality are met for inclusion in analytics workflows. We can then provide the best datasets to support the mitigation of drug overdose and prescription misuse and abuse in Tennessee.

Thanks to you, DOR data quality continues to improve, and I am excited to see what we can accomplish together in 2023. The DOR team will work each day to live up to our vision - To be a trusted leader in providing data-driven solutions for public health practice in Tennessee.

**Stephen Espy**  
**Chief Data Officer**  
**Director, Office of Informatics and Analytics**



## Reporting Tips

- When submitting files via SFTP, the naming convention MUST BE in the following format: DOR\_Trading Partner\_ID\_DateTime (DateTime format YYYY-MM-DD-HHMMSS).
- If there are any missing weeks in your DOR summary report, please make sure to submit those weeks, as it means TDH does not have a record of receiving files from those weeks with no errors. A **RED** facility name with no totals in the row indicates that no records were submitted for the facility. Please remember any missing weeks will need to be submitted the following week along with the current week's submission.
- Each facility within an organization MUST report a "Zero Submission Record" when there are no patient records that meet the selection criteria for drug overdose during the submission period.
- If either of your DOR Summary Reports or Data Detail Validation Files says your DOR record contains a warning, please reach out to [TDH.Informatics@tn.gov](mailto:TDH.Informatics@tn.gov) for assistance with correcting the warning.

If you have questions or see anything that may be problematic or hinder you from submitting successfully, please contact [TDH.Informatics@tn.gov](mailto:TDH.Informatics@tn.gov).

### TENNESSEE'S ANNUAL OVERDOSE REPORT 2021

Report on Epidemiologic Data, Efforts, and Collaborations to Address the Overdose Epidemic



Click here for more [Overdose Facts & Figures](#) and the [2021 Overdose Annual Report](#)

## Useful Resources

[DOR Manual](#)

[DOR Reporting Website](#)

[The Error Handling Guide](#)

[Reportable Diseases Rules and Regulations](#)

## Error Identification and Correction

Every week when DOR data is submitted to TDH, each record is checked to ensure it meets the TDH data quality standard for submission. When a record is submitted that does not meet the data quality standards set forth by TDH, it will generate either an error or a warning. Each record can generate one or multiple errors or warnings that will need to be corrected.

If a record is identified with an error it will appear in two places, one is the DOR Summary Report Emails sent out every Wednesday, and the second is the Data Validation Detail File, which is sent to your SFTP out folder every Wednesday after processing. TDH recommends reviewing your Data Validation Detail File every week to ensure that all records are submitted, and any errors can be identified.

To correct a record, TDH recommends using the [Error Handling Guide](#). Within the guide, there are detailed instructions on all possible errors, including their description, their likely causes, and how to correct them. After correction, you can then resubmit the record to TDH the following week in a separate file from your weekly submission. If the record contains warnings, or the Error Handling Guide does not solve the problem in the record, then the data submitter should contact [TDH.Informatics@tn.gov](mailto:TDH.Informatics@tn.gov) for assistance.

## Reminders

As the holidays approach, please remember drug overdose data is still required to be submitted weekly. If you do not currently have a backup to report for the facility/ facilities you report for, we suggest you designate one for holiday coverage and unforeseen circumstances.

We would like to remind you as we end this year to keep an eye on the DOR Summary Reports you receive each week, and to be sure that you are not missing any weeks for the facility/facilities you report for. Looking at the yearly submission data through November 2022, 77% of our reporting facilities have submitted files with no missing submission weeks with the remaining 23% of partners having at least one missing week.

Any missing weeks will appear in your DOR Summary Report in red with a blank table detailing which facility or facilities need to be reported for during that week. If you see any missing weeks on your DOR Summary Report, we ask you to please go back and submit those weeks with your next weekly submission.

As a reminder, if your facility does not have overdose records to submit for the week a zero-submission record should be submitted. It is important we receive these to know that there are no known records missing for the submission time period. Timely submissions are imperative for adequate response and action in our TN communities. Unsubmitted or late reported data could cause vital resource interventions to be missed. For questions on submissions or whether your facility or facilities have missing submission weeks please reach out to [TDH.Informatics@tn.gov](mailto:TDH.Informatics@tn.gov).