MISSISSIPPI STATE DEPARTMENT OF HEALTH

# Mississippi State Department of Health Checklist for Syndromic Surveillance (SS) Data Reporting Onboarding

**Introduction**

This onboarding checklist is intended for those interested in Syndromic Surveillance (SS) Data Reporting, including those interested in obtaining Centers for Medicaid and Medicare (CMS) "Meaningful Use" funding.
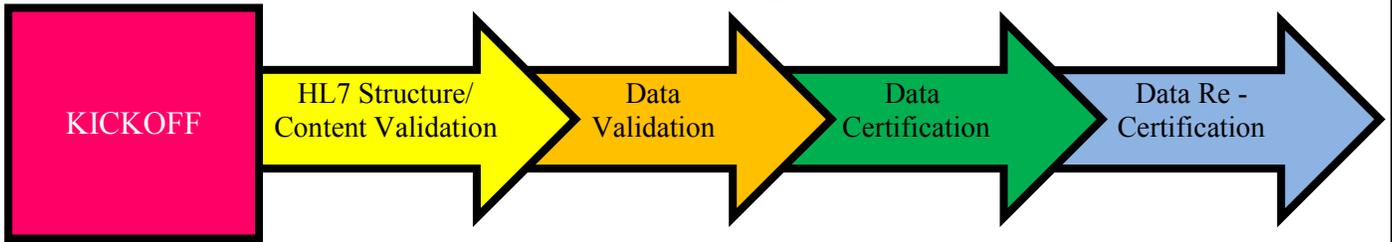
**Purpose**

The purpose of this checklist is to provide the reader with the information necessary for successful syndromic surveillance data reporting to the Mississippi State Department of Health (MSDH). The onboarding checklist is for eligible and critical access hospitals and their vendors.

# Pre-Registration with MSDH

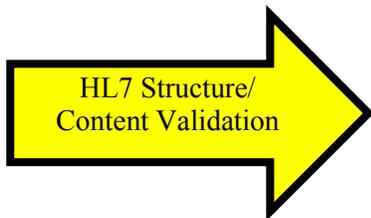Before registering with MSDH, the items listed below are required to begin the on-boarding process.

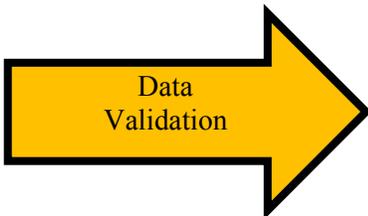| Trading Partner Activity | Complete | Date |
|---|---|---|
| Register Meaningful Use Stage 2 Registration of Intent | | |
| Register with MS-HIN | | |
| Create a Direct Email Account | | |
| Review the Mississippi SS Implementation Guide | | |
| Refer to PHIN Messaging Guide for Syndromic Surveillance: Emergency Department, Urgent Care, Inpatient and Ambulatory Care Setting, Release 2.0 (April 2015) for SS message's structure and data elements | | |
| Map Local Patient Identifiers to PHIN-VAD Codes | | |

# The On-boarding Process

KICKOFF → HL7 Structure/ Content Validation → Data Validation → Data Certification → Data Re - Certification

KICKOFF

## Phase 1: Kickoff

| Trading Partner Activity | Complete | Date | MSDH Response |
|---|---|---|---|
| Participate in the phone call with MSDH, MS-HIN, and Software Vendor | | | Participate in the call and give feedback on Pre-Registration Activities |
| Complete all outstanding Pre-Registration Activities | | | Acknowledge Completed Activities |

HL7 Structure/ Content Validation

## Phase 2: HL7 Structure and Content Validation

| Trading Partner Activity | Complete | Date | MSDH Response |
|---|---|---|---|
| Create ADT messages for SS and send through Direct to msdh.ss.onboard@msdh.mshindirect.org <br> • The TP will need to send a minimum of two SS per ADT A01, A03, A04, and A08 type performed at the facility | | | Review HL7 message structure and provide feedback to Trading Partner |

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| Fix HL7 message structure from MSDH and send additional HL7 messages for review through Direct | | | Confirm HL7 message structure is corrected |
|---|---|---|---|


Data Validation

## Phase 3:  Data Validation

| Trading Partner Activity | Complet | Date | MSDH Response |
|---|---|---|---|
| Send SS test messages with **real patient data** for syndromic surveillance data through Direct | | | Validate the Quality of Content and provide feedback |
| Fix the Quality of Content errors (as applicable) | | | Confirm Quality of Content is correct |
| Complete facility template for BioSense | | | Send the template to BioSense for documentation |


Data Certification

## Phase 4:  Data certification

| Trading Partner Activity | Complete | Date | MSDH Response |
|---|---|---|---|
| Send LIVE messages for SS through the production feed | | | Validate the feed's data flow and activate feed to BioSense's staging environment |
| Fix Message Quality and Quantity errors (as applicable) | | | Confirm errors have been corrected |

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Data Re - Certification

## Phase 5:  Data Re-certification

| Trading Partner Activity | Complete | Date | MSDH Response |
|---|---|---|---|
| If a major upgrade is conducted to a facility's EHR/EMR, send SS messages for re-certification through Direct | | | Validate the Quality of Content and provide feedback |
| Fix Message Quality and Quantity errors (as applicable) | | | Confirm errors have been corrected |

## Useful Links
1. MSDH SS Implementation Guide
2. MS-HIN
3. Direct
4. Meaningful Use Stage 2 Registration of Intent
5. PHIN-VADS
6. Meaningful Use Stage 2 SS Homepage

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# Checklist Summary

| Pre-Registration Activities | Complete | Date |
|---|---|---|
| Register Stage 2 of Meaningful Use through SurveyMonkey | | |
| Register with MS-HIN | | |
| Create a Direct Email Account | | |
| Download the Mississippi SS Implementation Guide | | |
| Refer to PHIN Messaging Guide for Syndromic Surveillance: Emergency Department, Urgent Care, Inpatient and Ambulatory Care Setting, Release 2.0 (April 2015) for SS message's structure and data elements | | |
| Map Local Patient Identifiers to PHIN-VAD Codes | | |
| **Kickoff Activities** | **Complete** | **Date** |
| Participate in the phone call with MSDH, MS-HIN, and Software Vendor. | | |
| Complete all outstanding Pre-Registration Activities | | |
| **HL7 Structure and Content Validation Activities** | **Complete** | **Date** |
| Create ADT messages for SS and send through Direct to msdh.ss.onboard@msdh.mshindirect.org | | |
| Fix HL7 message structure from MSDH and send additional HL7 messages for review through Direct | | |
| **Data Validation Activities** | **Complete** | **Date** |
| Send SS data messages with **real patient data** through Direct | | |
| Fix the Quality of Content errors (as applicable) | | |
| Complete facility template for BioSense | | |
| **Data Certification Activities** | **Complete** | **Date** |
| Send LIVE messages for SS through the production feed | | |
| Fix the Quality of Content errors (as applicable) | | |
| **Data Re-Certification Activities** | **Complete** | **Date** |
| If a major upgrade is conducted to a facility's EHR/EMR, send SS messages for re-certification through Direct | | |
| Fix Message Quality and Quantity errors (as applicable) | | |