Interoperability Program
Michigan Care Improvement Registry
Provider Checklist for HL7

Provider checklist for Meeting the requirements for the Interoperability Program (HL7 interface)

DETERMINE ELIGIBILITY

1. **Site Enrollment:** Is the site a current MCIR User?
   - **Yes**: Contact the provider office Site Administrator to look up the unique 11-digit MCIR Provider Site ID. For assistance:
     - Visit: Locating the MCIR Site Number
     - Email: MDHHS-MCIRHelp@michigan.gov.
   - **No**: Complete and return the Provider Site Usage Agreement.

2. **Certification:** The Electronic Health Record (EHR) must be certified. For a complete list of certified products, refer to HealthIT.gov.

REGISTRATION

1. **Complete** the registration at Michigan Health System Testing Repository (HSTR).

2. **Choose** a Health Information Exchange (HIE) to transport the messages. MCIR requires connectivity through:
   - Qualified Organization (QO)
   - Substate Health Information Exchange (SSHIE)
   - Directly through Michigan Health Information Exchange (MiHIN)

3. **Find** a list of qualified HIEs by visiting MiHIN.

ONBOARDING

1. **Qualified Organization/Sub-State Health Information Exchange Connect:**
   - **Yes**: Establish connectivity and send an HL7 VXU message, receiving the acknowledgement (ACK).
   - **No:** Find a list of available HIEs by visiting MiHIN.

2. **Configure:** Sites and/or their Electronic Health Record, (EHR), vendor must configure their EHR according to the HL7 Specification for Vaccine Messages Guide

3. **MSH-4 Sending Facility:** MCIR *will not acknowledge* a message if the MSH-4 Sending Facility field is not populated with the site's unique HL7 Facility ID.

4. **Notify:** The SSHIE, EHR vendor, or Provider site must notify MCIR when actively submitting live patient vaccine records through a QO/SSHIE at MDHHS-HL7@michigan.gov. Now, the Data Quality Assurance (DQA) process begins.

DATA QUALITY ASSURANCE (DQA) TESTING

1. **Direct Support:** MCIR Analysts will work directly with the site and/or EHR vendor until the site reaches required data quality threshold for production submission.

2. **Testing Purposes Only:** The data transferred at this stage is for testing purposes only (e.g., no patient records are updated). Thus, Sites **must continue** using the same method currently used for data entry (hand entry or EXT Transfer Upload) to enter data into MCIR until the production 'go-live' date.

3. **Go-Live Ready:** A site will be considered ready for production submission upon approval of DQA resolved issues. Refer to the MCIR Data Quality Assurance Steps document for detailed information.

PRODUCTION SUBMISSION

1. **Message Header**: The processing ID in Message Header (MSH) 11.1 must have a value of P on or before the go-live date; otherwise, MCIR will not process messages.

2. **Roles & Responsibilities Form**: Prior to production go-live, the provider site must complete the MCIR Roles and Responsibilities Form. This form assigns the appropriate contacts to monitor the data feed and correct errors. MCIR Education and Training Analysts use the information from this form to coordinate training sessions and production do-live date. Send completed forms to MDHHS-HL7@michigan.gov.

3. **Go-Live**: MCIR will direct the flow of HL7 messages from test to production on the go-live date. The QO/SSHIE and/or vendor will not need to take any action during this process.

Questions & Assistance:

MDHHS-MU-MCIRHelp@michigan.gov or MDHHS-HL7@mchigan.gov

MCIR
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