



Required steps for HL7 On-Boarding:

Step 1: Must complete the HL7 on-boarding survey. Typically this piece is completed by the vendor.

https://osdhcfhs.az1.qualtrics.com/jfe/form/SV_6u7PvJvib9o5gEu

Step 2: Must complete an ASA (Authorized Site Agreement) for each individual location. This will be completed by representatives from the clinics.

https://osdhcfhs.az1.qualtrics.com/jfe/form/SV_ezjI8N8LgnGUx37

Step 3: A kick-off call must be conducted before proceeding. This call lasts only about 30 minutes if that and must have vendor representatives, facility representatives and representatives from the State of Oklahoma on the call.

Step 4: Once all 3 of the above steps are completed, the link to the on-boarding module will be emailed to all parties involved. The required data elements and other information will be emailed within that email. Typically the facility will complete this. Both sets of test cases must be completed in order for facility code credentials creation for the testing phase.

Step 5: Once Step 4 is completed, the facility code credentials will be created and email along with the QA test environment end point.

Step 6: QA testing begins. This process could take anywhere from 2 weeks minimum or last several months. This will depend on if the AA message submission rates are being sent at 90% or greater and the required data elements be submitted at 80% or greater. Please note: we only allow production real time patient data to be submitted into our QA environment. **NO test data will be accepted.** Error reports are sent out weekly to keep everyone up-to-date with how message submissions are looking. Once we see 2 consecutive weeks with the met requirements, we will then be able to discuss moving facilities into our production end point.

Step 7: Once testing has maintained good standings for 2 consecutive weeks, we will be able to transition over to the production environment. At this point the production end point will be emailed to all parties.