



## Provider Electronic Data Exchange Readiness Checklist

Complete this checklist to see if your organization is ready to submit immunization data electronically from your Electronic Health Record (EHR) to VacTrAK, Alaska's statewide Immunization Information System (IIS) using HL7 messaging.

- Organization administers at least 25 vaccines per week.
- EHR system has been in use for at least 6 months.
- Organization is currently entering administered vaccines into VacTrAK manually within 14 days per [7 AAC 27.650](#).
- Organization wants to reduce staff time required to manually enter data into VacTrAK.
- Technical support is available to the organization to include HL7 message knowledge to interpret and correct HL7 message issues. This support could be from internal staff, the EHR vendor, or a third party.
- EHR vendor has a history of supporting your organization when technical assistance is needed regarding their product.
- EHR system is able to create, send, and receive data using HL7 version 2.5.1 messages.
- EHR system is capable of sending valid codes in accordance to the most recent [CDC Implementation Guide for Immunization Messaging](#) and the [VacTrAK Implementation Guide](#). If not known, contact EHR vendor.
- EHR system is capable of storing and sending expected data fields. Expected data fields include all data elements defined as required (R), conditionally required (C/R) or required but can be empty (RE). These are defined in the implementation guides linked above; however, a short list of [VacTrAK HL7 Required Fields](#) is also available. This short list is not to be used in replacement of the implementation guides.
  - R data elements are expected 100% of the time.
  - C/R data would be expected 100% of the time when the condition is met.
  - RE data would be expected 1) to be collected in the EHR when applicable and 2) sent to VacTrAK when collected. (Example: Mother's Maiden Name is RE. This demographic field should be collected and sent when provided by patient, but if a patient declines to provide it, the data field should be empty.)
  - C/RE data would apply RE rules when the condition is met.
- Organization is committed to quality data exchange and will provide staff time and other resources necessary for efforts to develop, test, and implement an interface for interoperability with VacTrAK.
- Organization has read and complies with [VacTrAK Roles and Responsibilities](#).
- Organization has submitted a current [VacTrAK Contract](#) with up-to-date EHR vendor, product, version and technical contact information.

*Did you check off all boxes listed?* If so, then your organization is ready to get started on an HL7 interface project and we encourage you to contact us.

If you cannot check all the boxes, but are still interested in an interface, contact our staff to discuss your situation and we will do our best to assist you.