

### ELIGIBILITY

- Are you an eligible professional (EP) who diagnoses or treats cancer patients? (If not, you DO NOT need to register/test with the Texas Cancer Registry (TCR).)
- Do you have an Electronic Health Record (EHR) system that is certified for transmission of cancer case information to cancer registries? (There are many certification criteria, and an EHR system may be certified for some criteria but not for others. Please visit our informational [Cancer Reporting Certification Criteria Check](#) webpage for help determining if your EHR meets the criteria for cancer reporting or contact your vendor.)
- Have you achieved Meaningful Use under Stage 1 criteria? (All providers must achieve MU under Stage 1 before moving to Stage 2. If you have not met Stage 1 requirements, you cannot select this option.)

### REGISTRATION

- Complete the Registration at <http://www.dshs.state.tx.us/tcr/CancerReporting/Cancer-Reporting-Registration.aspx>. Testing is prioritized by your reporting period and the order in which registration requests are received.
- After your registration has been reviewed, you will receive a registration confirmation email, with information about next steps.

### ONBOARDING

- Identify the people on your vendor support team or practice staff who will be responsible for testing, validation, and ongoing cancer data submission according to [Implementation Guide for Ambulatory Healthcare Provider Reporting to Central Cancer Registries \(March 2014\)](#).
- Work with the TCR to choose a transport method to send your Clinical Document Architecture CDA documents. Currently, the TCR's preferred/only transport method is Web Plus: [www.dshs.state.tx.us/tcr/Web-Plus/Web-Plus.aspx](http://www.dshs.state.tx.us/tcr/Web-Plus/Web-Plus.aspx).

### TESTING AND VALIDATION

- Work with your vendor to ensure your CDA documents use correct codes and sections as outlined in the [Implementation Guide for Ambulatory Healthcare Provider Reporting to Central Cancer Registries \(March 2014\)](#).
- Work with your vendor to receive proper training in using the EHR to ensure the information required for cancer reporting is captured. For information about these fields, refer to the [Implementation Guide for Ambulatory Healthcare Provider Reporting to Central Cancer Registries \(March 2014\)](#).
- Work with your vendor to ensure your CDA documents are formatted correctly and the required fields are filled in with valid data (i.e., the data must be from real patient records to be valid).
- Work with TCR staff to review your EHR system to ensure CDA documents will contain valid values. Receive an e-mail with instructions on how to submit your first test CDA documents.
- Generate and submit CDA documents from your EHR.
- TCR staff will validate the documents' content and format and perform a quality assurance review (attached/can link on webpage later).
- If the validation fails, you will receive instructions on how to correct the errors. Please resubmit within **30 days**, per the [Stage 2 Meaningful Use guidelines](#).

### ONGOING SUBMISSION

- After the data have been transmitted and validated, you will receive confirmation from TCR staff and instructions to begin ongoing submission.
- A go-live date will be coordinated by TCR Staff.

If you have any questions, please feel free to email us at [CancerReporting@dshs.state.tx.us](mailto:CancerReporting@dshs.state.tx.us) or call 1-800-252-8059.