

# Batch Data Exchange Testing

## Introduction

This companion job aide supplements the [Batch Data Exchange Testing](#) webinar. This aide highlights key takeaways to perform testing with utilizing FTP data exchange and interpretation of data quality reports.

## Terminology

- **CNF:** Consent Notification File
- **DQA:** Error reports for individual messages within file
- **EHR:** Electronic Health Records
- **FTP:** File Transfer Protocol
- **Orgs:** Providers, healthcare entities, and/or Organizations
- **Registry:** Texas Immunization Registry

## An Overview

*An overview of what batch data exchange testing involves. This testing prepares the Org to add live patient data to the Registry.*

### Testing Allows:

- ☐ Correct connectivity
- ☐ Identification and solving issues
- ☐ Familiarize Org with the new process
- ☐ Identify training needs for staff

### During Testing, Org will:

- ☐ Use new data exchange account
- ☐ Send immunization test files
- ☐ Review Registry DQA reports and correct issues

## Beginning FTP Data Exchange Testing

*A more detailed overview of the steps required for FTP data exchange testing.*

***Remember the objective is to send data containing no errors. Testing is completed once this is achieved. Otherwise, testing will continue until this objective is met.***

### Pre-Testing Requirements

- Your EHR can send test files using Health Level Seven (HL7) version 2.5.1
- Submit an aggregated test file at least every 30 days
- Test file must be representative of your patient population

### File Processing

- Within 24 hours of uploading a test file, the Registry sends an acknowledgement email
  - Does NOT mean the file was processed successfully
  - This email may be used to demonstrate participation in Promoting Interoperability
- Test files process within 5 business days of delivery
- The Registry returns the following files to the FTP website
  - DQA
  - CNF
  - Response
- NO email notification when test files have finished processing
- Certain errors will result in rejection of test file
  - Second email with notify Org of error
- Rejected files are found in the *Accepted* folder with .invalid added to the end of the file name

# Data Quality Reports and Testing Completion

## Data Quality Reports

*Overview of the process to review data quality reports and errors that may be encountered.*

### Reviewing Data Quality Reports

- At least once per week, an Org user should access the FTP website to download and review any new DQA reports
- Open reports with an advanced text editor e.g. Notepad++ or Programmer's Fil Editor (PFE)

### DQA Structure and Error Types

- DQA reports use the following structure:
  - **HL7 Message**
    - This contains one client's (patient's) info and any immunizations the Org reported
  - **Rejection Errors** for that message
    - **Client Record Rejection (CLR) Errors:** prevent any of that patient's records from being accepted
    - **Immunization Rejection (IMR) Errors:** prevent that immunization from being accepted
  - **Informational Errors (IEE)** for that message
    - These are non-critical data quality errors
    - Most Informational Errors are related to HL7 format issues
    - Must still be addressed to improve data quality

- Errors have a code followed by a short description
  - Example: CLR-100::Client Rejected. No existing consent on file.

### Addressing Errors

- ALL errors must be corrected during testing
- Not all errors can be corrected by EHR vendor or the Registry
- Some errors require adjustments to documentation workflows
- Continue submitting test files and reviewing DQA reports until all errors have been corrected

## Completing Testing

*Overview of the process to complete testing.*

### Testing Completion Process

- Submit 3-5 consecutive test files that return no errors in the DQA report
- Contact the Registry to request promotion to production
- Registry promotes Org's data exchange account to production
- Contact EHR vendor and inform them that your data exchange account is now in production

### Final Reminders

- Identify and resolve all data quality issues
- Resolve all data quality issues in a timely manner

# ImmTrac2 Contact Information

## ImmTrac2 General Customer Support:

- **Email:** [ImmTrac2@dshs.texas.gov](mailto:ImmTrac2@dshs.texas.gov)
- **Phone:** (800) 348-9158, *option 1,2, and 4*

## ImmTrac2 Data Exchange Support:

- **Email:** [ImmTracMU@dshs.texas.gov](mailto:ImmTracMU@dshs.texas.gov)
- **Phone:** 800-348-9158, *option 3*

### ***ImmTrac2 DSHS Webpage:***

<https://www.dshs.texas.gov/immunize/ImmTrac/>

### ***User Trainings:***

<https://www.dshs.texas.gov/immunize/immtrac/User-Training/>

### ***Forms:***

<https://www.dshs.texas.gov/immunize/immtrac/forms.shtm>

### ***HHS Enterprise Portal to login into ImmTrac2:***

<https://hhsportal.hhs.state.tx.us/iam/portal/Home/portalHome/>