

EMERGENCY MEDICAL SERVICES AND TRAUMA REGISTRIES

WEB SERVICES ACCOUNT AND TECHNICAL GUIDE



TEXAS
Health and Human
Services

Texas Department of State
Health Services

Texas Department of State Health Services

Emergency Medical Services and Trauma Registries

Job Aid for:

All users submitting data using the Web Services Method

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Overview

The Texas Department of State Health Services (DSHS) Emergency Medical Services and Trauma Registries (EMSTR) web services guide provides information so users can automatically import cases into the system using a standard Simple Object Access Protocol (SOAP) web service. The EMSTR web services are National EMS Information System (NEMSIS) version 3.5 compliant.

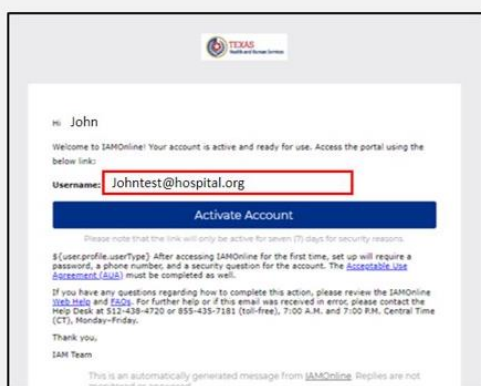
Activating the Organization and Web Services Accounts

EMSTR now uses the Identity and Access Management (IAM) platform called **IAMOnline**. To access EMSTR, each person must complete the one-time account set up steps:

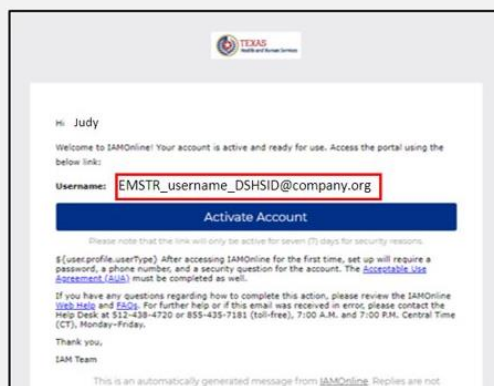
- Activate account;
- Set up security methods; and
- Review and acknowledge the Acceptable Use Agreement (AUA) form.

The administrator of agencies, Emergency Medical Services (EMS), and Third Party Vendor (TPV) accounts are provisioned two accounts within EMSTR. Both must be activated to submit via web services, one account at a time in a new browser.

Primary Account Activation Email - Your employee email address.



Additional Assigned Email(s) - EMSTR_username_DSHSID@[your company.org].



If your organization's administrator did not receive both accounts, contact injury.web@dshs.texas.gov.

Activate one account at a time in your browser. Set up the security methods to protect your account with a password, phone, and a security question.

The screenshot shows a web page titled "Set up security methods" for a user with the email "@mailinator.com". Below the title, a message states: "Security methods help protect your IAMOnline account by ensuring only you have access." Under the heading "Set up required", there are three options, each with a "Set up" button:

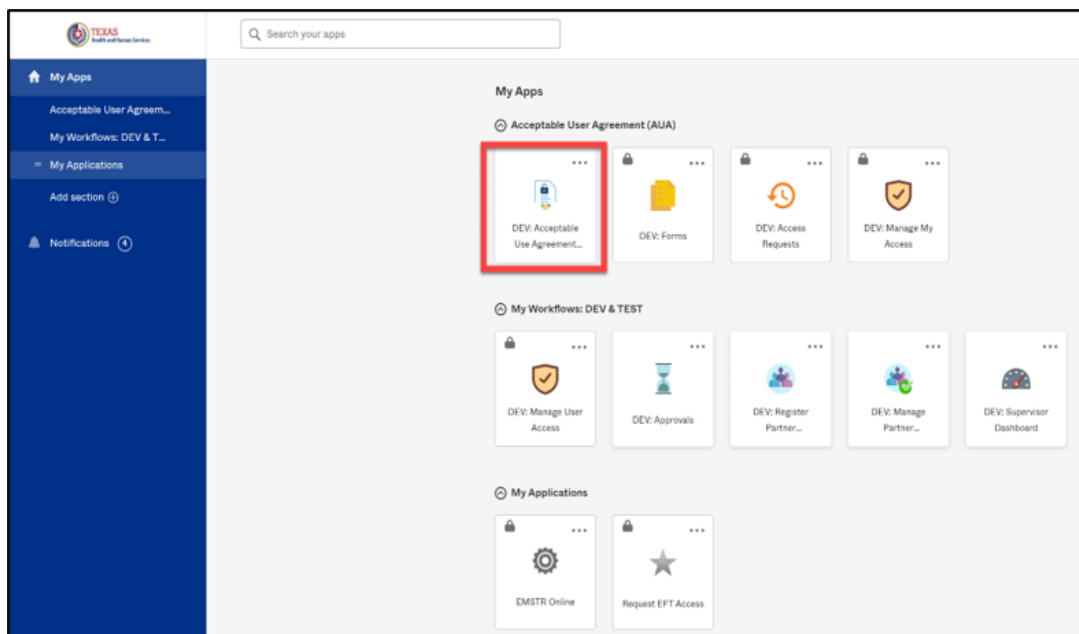
- Password:** Choose a password for your account. Used for access.
- Phone:** Verify with a code sent to your phone. Used for access or recovery.
- Security Question:** Choose a security question and answer that will be used for signing in. Used for recovery.

At the bottom of the page, there are four links: "Back to sign in", "Create a new account as a citizen", "Request account as non-HHS employee or register organization", and "Sign Acceptable Use Agreement".

Access MyApps Dashboard

Once you set up your security methods, the Texas Health and Human Services (HHS) system will redirect you to your IAMOnline MyApps dashboard.

The EMSTR tile will be locked until you acknowledge and sign the AUA form.



Signing the Acceptable Use Agreement (AUA)

Select the “AUA” tile, carefully read and complete the AUA form.

Acknowledgement
I have read, understand, and will comply with the requirements in the Information Security Acceptable Use Policy.

First Name
[Text Field]

First Name *

Last Name
[Text Field]

Last Name *

Your Work Email *
[Text Field] @dshs.texas.gov

Your Work Phone
[Text Field]

I am (choose one and explain below): *

- ☐ An employee of HHSC (specify department and division)
- ☐ An employee of DSHS (specify department and division)
- ☐ An employee of another agency (specify agency, department, and division)
- ☐ A contractor (specify employer or non-state agency name)
- ☐ An intern or volunteer (specify agency, department, and division)
- ☐ Other (specify below if you are an advisory council member or an employee of a private provider)

Date Agreement Signed *
08/09/2023

Submit

Submit

For the organization account, use your first and last name.

For the web service account use:

- First Name: WebServiceAccount.
- Last Name: EMSTRWS.

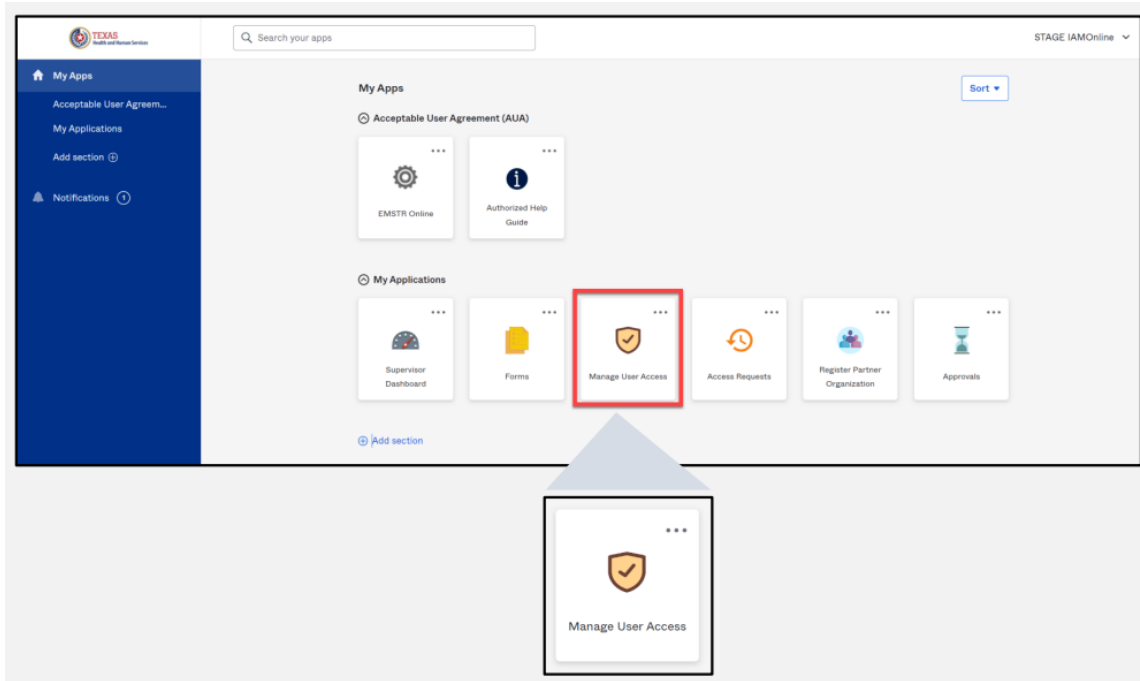
Business Associate Agreement

If an entity wishes a TPV (e.g., vendor, billing company, etc.) to access and/or submit data on their behalf, EMSTR must have a complete **Business Associate Agreement** (BAA) on file.

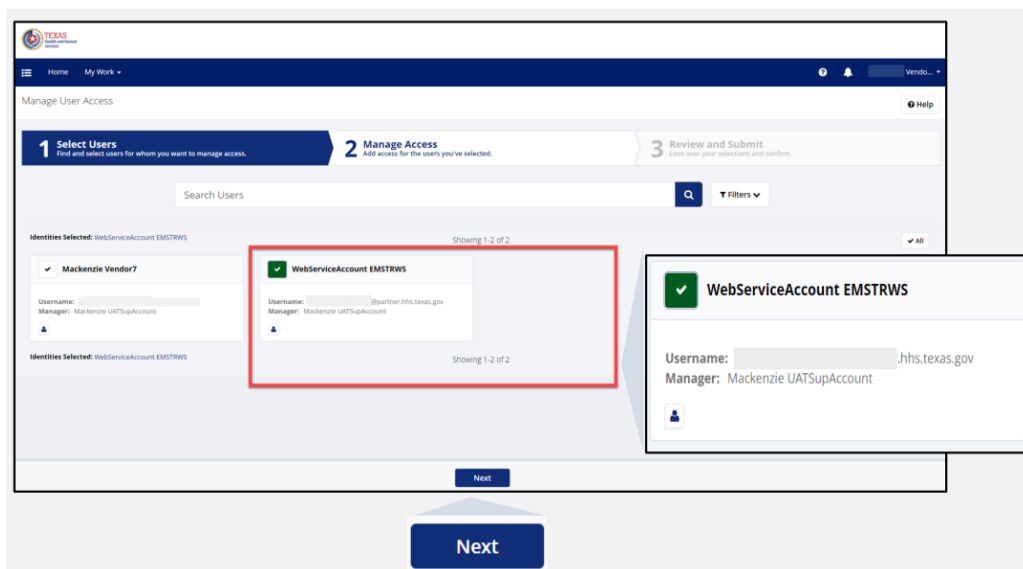
Add an Entity to your Account

To link a web service account to an entity, log in to your organization account to request access for a specific facility.

Click the **“Manage User Access”** tile.



Select the **“webservice account”** and click **“Next.”**



Search for the agency by typing the DSHS ID number or name of facility that you are requesting access, then click the magnifying glass icon.

The screenshot shows the 'Manage User Access' interface with three steps: 1. Select Users, 2. Manage Access, and 3. Review and Submit. In the 'Add Access' section, the 'Search By Keywords' dropdown is set to '101174'. A magnifying glass icon is highlighted with a red box, indicating where to click to search.

From the list, select the option with the matching “Org ID.” Note, EMSTR BAA must be in the title. Click “Next.”

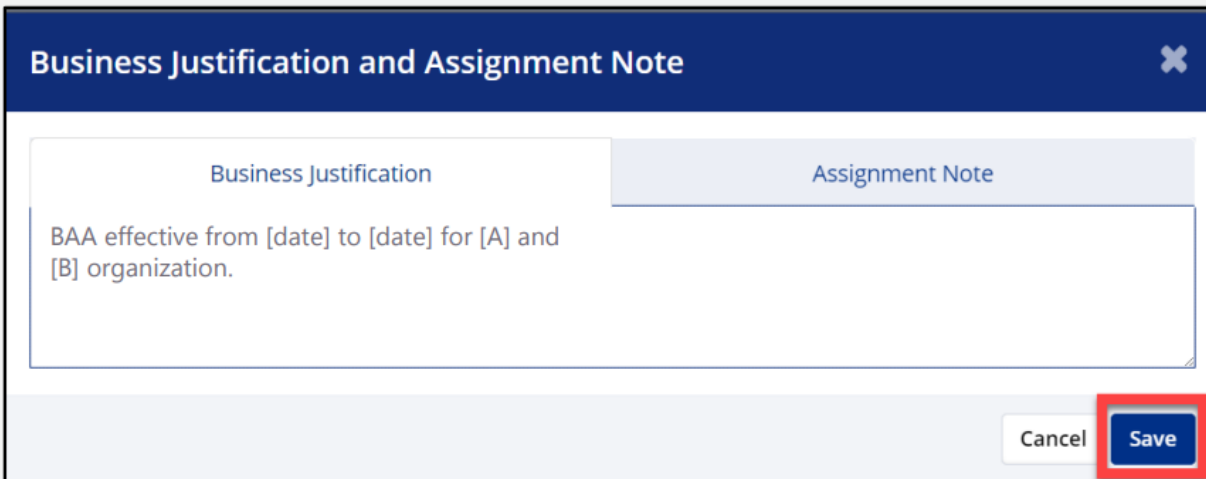
The screenshot shows the 'Manage Access' interface with the search results. The 'Search By Keywords' dropdown is set to '101174'. The results list shows four items, all with 'EMSTR BAA Org ID: 101174' in the title. The first item is selected, and a red box highlights the 'Next' button at the bottom right of the results list.

Click the “Mandatory Message Bubble.”

The screenshot shows the 'Review and Submit' interface. The 'Add Access' section shows one item selected: 'EMSTR BAA Org ID: 101174 | Org. Name: EMSFacilityUAT'. A red arrow points to a 'Details' button next to the item, which is highlighted with a red box.

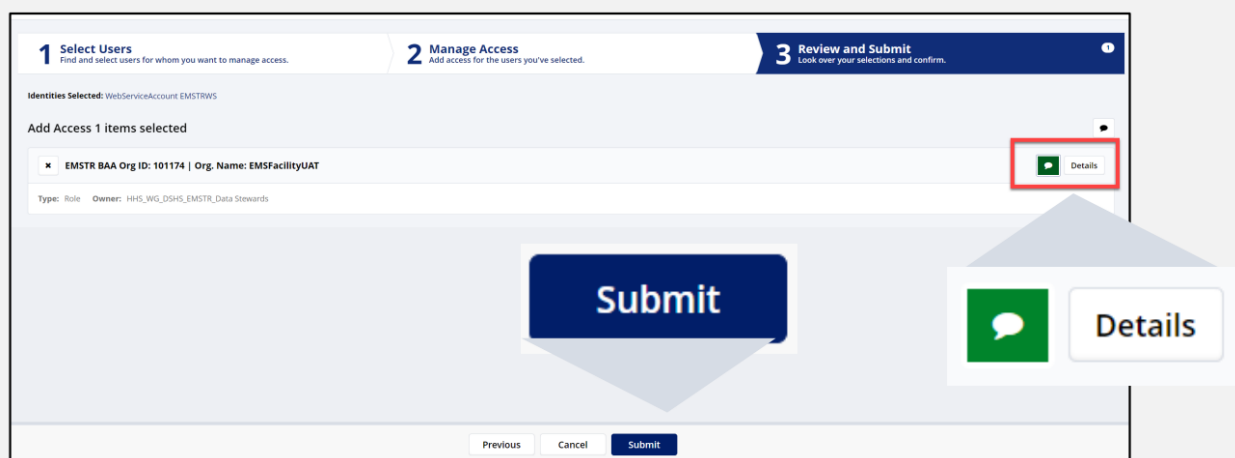
Type in **“BAA effective from [date] to [date] for [A] and [B] organization”** and click **“Save.”**

Example—*BAA effective from June 12, 2022 to June 12, 2024 for ‘Vendor Company’ and ‘EMS Facility’.*



The screenshot shows a dialog box titled "Business Justification and Assignment Note" with a close button (X) in the top right corner. The dialog has two tabs: "Business Justification" (active) and "Assignment Note". The "Business Justification" tab contains a text area with the placeholder text "BAA effective from [date] to [date] for [A] and [B] organization." At the bottom right of the dialog, there are two buttons: "Cancel" and "Save". The "Save" button is highlighted with a red rectangular box.

The message bubble will now be green. Click **“Submit.”**



The screenshot shows the "Review and Submit" step of a three-step process. The steps are: 1. Select Users, 2. Manage Access, and 3. Review and Submit (current step). The "Identities Selected" section shows "WebServiceAccount EMSTRWS". The "Add Access 1 items selected" section shows a list item: "EMSTR BAA Org ID: 101174 | Org. Name: EMSFacilityUAT". Below this list, it says "Type: Role Owner: HHIS_WG_DSHS_EMSTR_Data Stewards". At the bottom center is a large blue "Submit" button. At the bottom left are "Previous", "Cancel", and "Submit" buttons. On the right side, there is a green message bubble icon with a white speech bubble, which is highlighted with a red rectangular box. A tooltip is visible over this icon, showing a green speech bubble icon and the word "Details".

EMSTR staff will review the request. Staff review requests in the order they are received.

You will receive an email indicating if the request was approved or denied.

Web Services Accounts

Work with a vendor if:

- Your organization activated both their accounts.
- The vendor's web service account is linked to your organization.

Contact EMSTR if:

- Your organization does not have an account in the upgraded EMSTR.
- Your organization is missing a web service account.

Assumptions

- The user understands and has experience with NEMSIS web services and SOAP protocol.
- The user can test web services such as SOAP User Interface (UI).
- **Note** – Please use the Texas Production web services description language (WSDL) from Texas Production website below. Please use the Production URL to send data to us.

Production URL: fd-hhsc-bep-emstr-prod-be-f7f9eba5eye8hrfg.z01.azurefd.net/nemsis?wsdl

```
</wsdl:binding>
<wsdl:service name="NemsisImplService">
  <wsdl:port binding="tns:NemsisImplServiceSoapBinding" name="NemsisImplPort">
    <soap:address location="http://fd-hhsc-bep-emstr-prod-be-
    f7f9eba5eye8hrfg.z01.azurefd.net:8080/nemsis"/>
  </wsdl:port>
</wsdl:service>
</wsdl:definitions>
```

Update the Production URL address location in the WSDL to the following endpoint address location listed below to submit data to the Texas State web service.

Production Endpoint: fd-hhsc-bep-emstr-prod-be-f7f9eba5eye8hrfg.z01.azurefd.net/nemsis

Process Steps

1. User submits data file through DSHS web service URL.
2. DSHS sends notification message to user (one time) indicating DSHS received the data file and any NEMSIS error code(s) such as privilege, parameter, server, and submitted data process error codes. The user can query the server later to retrieve final processing status. Other status codes – “1” indicates the file was successfully processed and “2” indicates the file was not successfully processed. If the file was not successfully processed, the user can review the error codes.
3. Once the NEMSIS validation is successful, web service will return status code and schemaTron report.

Sample SOAP Protocol XML File Configuration

```
<soapenv:Envelope xmlns:soapenv="http://schemas.xmlsoap.org/soap/envelope/"
xmlns:ws="http://ws.nemsis.org/">
<soapenv:Header/>
<soapenv:Body>
<ws:SubmitDataRequest>
<ws:username> WS_EMSTR_xxxxxx@partner.hhs.texas.gov</ws:username>
<ws:password>YOUR PASSWORD</ws:password>
<ws:organization>DSHS_ID</ws:organization> (123456) 6 Digit BA Agreement between TPV and EMS
service provider.
<ws:requestType>SubmitData</ws:requestType>
<ws:submitPayload>
<ws:payloadOfXmlElement>
<EMSDataset
      xsi:schemaLocation="http://www.nemsis.org
http://www.nemsis.org/media/nemsis_v3/3.5.0.230317CP4/XSDs/NEMSYS_XSDs/EMSDataset_v3.xsd
"
      xmlns="http://www.nemsis.org"
      xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
<Header>
<DemographicGroup>
<dAgency.01>DSHS ID</dAgency.01>
<dAgency.02>DSHS ID</dAgency.02>
<dAgency.04>48</dAgency.04>
</DemographicGroup>
<!--eCustomConfiguration must contain the custom data elements required by the test cases. It may
also contain additional custom data elements.-->
<eCustomConfiguration/>

      <!--PatientCareReport/@UUID must be auto-generated by Collect Data software.-->
<PatientCareReport UUID="a66ef39a-0370-465b-8f25-cdd0af1ba95b">

</PatientCareReport>
</Header>
</EMSDataset>
</ws:payloadOfXmlElement>
</ws:submitPayload>
<ws:requestDataSchema>61</ws:requestDataSchema>
<ws:schemaVersion>3.5.0</ws:schemaVersion>
<ws:additionalInfo>Token value</ws:additionalInfo>
</ws:SubmitDataRequest>
</soapenv:Body>
</soapenv:Envelope>
```

Definitions

- The following tables include notification responses to the submitter regarding submission outcome.
- NEMSIS web services error codes will be part of the notification.

Definitions Table

Web Services Status Code/ /Error

Type of Error Code	Error Code Value	Error Code Description
PrivilegeErrorCodes: Error codes of authentication/ authorization for an attempted web service operation	-1	Invalid username and/or password
	-2	Permission denied to the client for the operation
	-3	Permission denied to the client for that organization
ParameterErrorCodes: Generic error codes for an attempted web service operation	-4	Invalid parameter value
	-5	Invalid parameter combination
ServerErrorCodes: Error codes for web service server	-20	Generic server error
	-21	Server error, because of database connection/operation issue

	-22	Server error, because of file system/network/Input-Output (IO) issue
SubmitDataProcessCodes: Codes to describe return codes for an attempted data submission web service operation	-11	Failed import of a file because the same file is already on the server
	-12	Failed import of a file because of failing XML validation
	-13	Failed import of a file because of [FATAL] level Schematron rule violation
	-14	Failed Import of a file because of [ERROR] level Schematron rule violation
	-15	Failed Import of a file because of critical Extract, Transform, and Load (ETL) rule violation
	-16	Failed import of a file because of critical Business Intelligence rule violation
	-30	Failed import of a file because the size of SOAP message exceeds the limit
	1	Successful import of a file
	2	Successful import of a file with [ERROR] level

		Schematron rule violation reported
	3	Successful import of a file with [WARNING] level Schematron rule violation reported
	4	Successful import of a file with ETL rule warning
	5	Successful import of a file with Business Intelligence warning
	6	Partially successful import of a file with [ERROR] level Schematron rule violation reported
	10	File has passed validation, processing is not yet complete
ResultPendingCode: Code to indicate the process is not finished processing on the server for an attempted web service operation	0	The expected data processing is not yet completed
RetrieveErrorCode: Code to indicate the error status for 'RetrieveStatus' operation	-40	Status for the requested 'requestHandle' is not available: it could be expired, not in the correct format, never exist, or for another reason

	-41	Status for the requested 'requestHandle' is not available since it expired already
	-42	Invalid value of 'requestHandle' (i.e., not formatted properly)
	-43	Never-used value of 'requestHandle'
QueryLimitCodes: Code to indicate the status for 'QueryLimit' operation	51	Successful operation of 'QueryLimit'
	-50	Server is too busy – the client should query later
	-51	Failed operation of 'QueryLimit'
CustomErrorCodes: State- or Vendor-specific error returning code for web service request. It should be smaller than -100	Smaller than -100	
CustomSuccessCodes: State- or Vendor-specific success returning code for web service request. It should be greater than 100	Greater than 100	

Additional Resources

NEMESIS V3 Web Services Guide

nemis.org/media/nemis_v3/master/WSDL/NEMESIS_v3_WebServices.pdf