

Kansas Department of Health and Environment **Syndromic Surveillance Onboarding Process**

How do I get started?

Please contact the KDHE Syndromic Surveillance Program at the Kansas Department of Health and Environment (KDHE) to begin the onboarding process.

KDHE Syndromic Surveillance Onboarding Process

Registration of Intention to Submit: Contact the KDHE Meaningful Use Coordinator, at MeaningfulUse@kdheks.gov, to register your intention to submit syndromic surveillance data for Meaningful Use.

Important note: Facilities may register intent at their discretion, bearing in mind that they must be prepared to begin active testing and validation within 30 calendar days of registration or, if placed in queue, 30 calendar days of invitation to begin the onboarding process. While registering intent for meaningful use is not necessarily a pre-requisite for participating in syndromic surveillance with the State of Kansas, participating facilities must adhere to Meaningful Use Stage 2 guidelines in order to be approved for the system.

The KDHE Onboarding Process is as follows:

1. Registration

- To report directly to BioSense 2.0 for syndromic surveillance:
 - Submit a Data Usage Agreement (DUA) with Sophia Crossen (kdhesys@kdheks.gov)
- To report through a Health Information Organization (HIO)
 - Submit a Data Usage Agreement (DUA) with Sophia Crossen (kdhesys@kdheks.gov)
 - Sign-up with relevant HIO:
 - Kansas Health Information Network (KHIN)
 - Lewis and Clark Information Exchange (LACIE)
 - Once the Participation Agreement has been validated for new participants, the facility's technical lead will work with the HIO to establish connection.
 - If the organization has enrolled in the HIO but previous connection types do not support the submission of syndromic surveillance data (i.e. connection is via webmail), a supported connection must be established.

2. Pre-Testing

- Refer to the PHIN Messaging Guide for Syndromic Surveillance [Version 2.0](#) and [Version 2.0 Erratum](#) for details as to how Health Level 7 (HL7) messages should be formatted.
 - Please note that KDHE has additional requirements and specifications for formatting messages. To learn more about [KDHE-specific Technical Specifications](#), click here: http://www.kdheks.gov/health/meaningful_use/download/BioSense_2_0_Technical_Details.pdf
- Use the [NIST file validation tool](#) to validate your syndromic surveillance file format
- A facility technical representative will work with Syndromic Surveillance Coordinator to validate test messages and develop properly formatted HL7 messages. KDHE will provide an endpoint to begin submission of data to the syndromic surveillance gateway and test environment.
- Please note that a properly formatted HL-7 message WILL contain errors, as certain fields containing patient identifiable information must be suppressed

3. Testing – Establish Connectivity

- A facility technical representative will work with Syndromic Surveillance Coordinator and a member of the BioSense onboarding team to establish connectivity to the BioSense 2.0 system.
 - If connecting through HIO, HIO technical representative will work with BioSense Onboarding team and Syndromic Surveillance Coordinator to establish connectivity to the BioSense 2.0 system.
- Data submitted to this environment should consist of **live production data** (sent to the BioSense TEST Environment) and will be used to validate the completeness and accuracy of the syndromic surveillance feed.
 - If submitting directly to BioSense, data must be batched and sent hourly to the BioSense 2.0 system (at minimum, data must be submitted once per day). If submission is occurring through an HIO, discuss the submission frequency details with HIO representative.
- Important Note: The BioSense Onboarding team will perform data validation during this phase; however facilities must pass through the Data Validation stage with Syndromic Surveillance Coordinator **before** moving to production.

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4. Testing – Data Validation

- Facility will continue to submit live production data to the test environment. Data will be reviewed and feedback provided to the submitter within 10 business days (in order to allow at least one week’s worth of data for analysis). Facility technical representative will correct any errors and inform Syndromic Surveillance Coordinator of changes.
- Syndromic Surveillance Coordinator (on behalf of KDHE) will provide an endpoint to begin submission of data to the syndromic surveillance gateway and test environment. **At least one week’s worth of error-free data is required before a facility is moved to production.**
- Once data has been validated in the test environment, Syndromic Surveillance Coordinator will send the production endpoint information to the facility technical representative and to BioSense 2.0 Onboarding Team, as well an acknowledgment email to the facility and Meaningful Use Coordinator (and the HIO technical team, if relevant).

5. Production

- Once a facility has completed the data validation stage, data will be moved to production and begin reporting live to the BioSense production server.

6. Achieving Ongoing Submission

- The facility will convert feed to the production environment and the Syndromic Surveillance Coordinator will certify receipt of production data. KDHE, and relevant HIOs will monitor ongoing messages.

Documentation

Letters will be provided by the KDHE Meaningful Use Coordinator to the hospital upon request and will include the date that:

- The facility/facilities registered their intention to submit
- KDHE invited the facility to begin implementation (if applicable)
- The facility is actively engaged in the onboarding process
- The facility achieved ongoing submission

Contacts

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