

# Enrollment in CoPHR/CRC

## EHR Vendor

Colorado's Integrated Public Health Reporting portal (CoPHR) allows Colorado's health care community to register intent for Meaningful Use for the following public health programs: Cancer Registry Reporting, Electronic Lab Reporting, Immunization Reporting, and Syndromic Surveillance Reporting. **This guide describes how to enroll an EHR Vendor for Immunization Reporting into the CIIS Resource Center within CoPHR. This guide does not address the other public health programs.**

CoPHR is the primary portal for all public health reporting in Colorado. Within CoPHR there is an immunization-specific sub-portal called the CIIS Resource Center (CRC). The CRC is a self-service system that allows you to do a number of tasks once enrollment is complete, including:

- Ability to update information on your EHR (i.e., EHR product versions, address, and contact information).
- EHR vendors may validate HL7 messages for each of their EHR products/systems prior to validating on behalf of a client.
- Registered EHR vendors may validate HL7 test messages on behalf of their clients. Instantaneous results can be shared with the client and CIIS staff.
- The CIIS Resource Center HL7 Message Testing Tool provides detailed error reporting and gives the EHR vendor the information necessary to correct formatting/content issues without delay.
- This guide describes how to enroll an EHR vendor in the CIIS Resource Center.

## Table of Contents

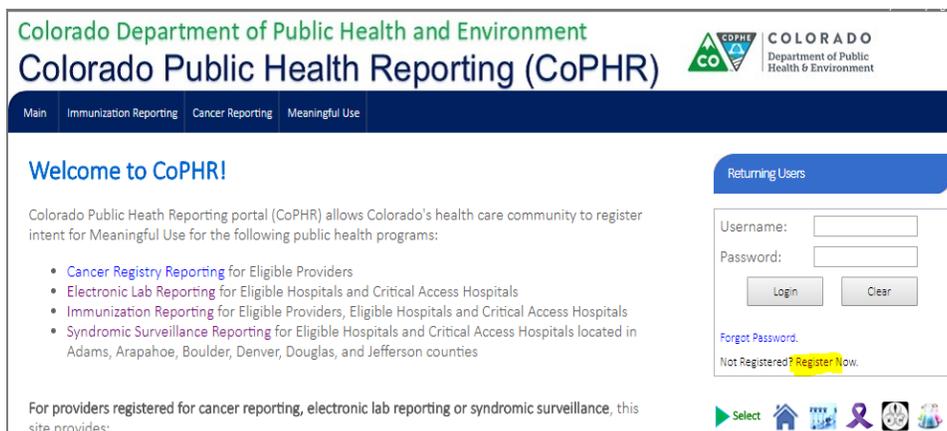
Getting Started- Enrollment .....	2
Questions? .....	5

## Getting Started- Enrollment

This section describes all steps involved with setting up an account in Colorado's Public Health Reporting portal (CoPHR). This document walks through all steps needed to register an EHR Vendor in CoPHR which simultaneously enrolls the vendor for Immunization Reporting via the CRC portal.

This guide is for IMMUNIZATION REPORTING only.

1. Click *Register Now* on the CoPHR Home Page ([www.cophr.com](http://www.cophr.com)).



2. Select EHR Vendor via the tabs (on the left) and then the specific radio button (on the right). Click Continue.

## CoPHR Enrollment

Please select the appropriate enrollment option below.

<input type="radio"/> Health Care Provider	<p><b>Who should enroll using this option?</b></p> <p>If you work for an EHR Vendor and need access to the HL7 Testing Tool to help your customers connect to the Colorado Immunization Information System (CIIS) or one of Colorado's Health Information Exchanges, use this option.</p> <p><input checked="" type="radio"/> EHR Vendor Employee</p> <p><input type="button" value="Continue"/></p>
<input type="radio"/> Medical Group	
<input type="radio"/> Public Health Clinic	
<input type="radio"/> Pharmacy	
<input type="radio"/> Education and Child Care	
<input checked="" type="radio"/> EHR Vendor	
<input type="radio"/> 3rd Party Delivery Networks (IDNS)	



Note: This guidance document is targeted at those enrolling as an employee of an EHR or EHR representatives ONLY. There are separate enrollment guidance documents for Healthcare Providers, Medical Groups, Public Health Organizations, Pharmacies, Schools, and IDNS.

3. Under *Step 2: Create Your Profile* complete all fields. Click *Continue*.

Note: All Fields with an \* notation are required fields.

[Register >>](#)

**Step 2: Create Your Profile**

In the fields provided below, please enter your person contact information. This information will be used to create your profile for this service.

<b>First Name*</b>	<b>Last Name*</b>
<input type="text"/>	<input type="text"/>
<b>Phone Number*</b>	<b>Secondary Phone Number</b>
<input type="text"/>	<input type="text"/>

The email address entered below will be your login for this service. Please retain this information to access this service for future use.

<b>Email Address*</b>	<b>Re-Enter Email*</b>
<input type="text"/>	<input type="text"/>

Please create a password to access this site in the future. Your password MUST be 8 characters in length, include at least 1 letter, 1 number and 1 special character (for example #\$(!@&).

<b>Password*</b>	<b>Re-Enter Password*</b>
<input type="text"/>	<input type="text"/>

The secret question and answer entered below will allow you to reset your password in case you forget it. Please retain this information to access this service for future use.

<b>Secret Question*</b>	<b>Secret Answer*</b>
What is your favorite cartoon character? ▼	<input type="text"/>



4. Under *Step 3: Select Your EHR*, click on your EHR if it is displayed and then click Continue. If your EHR is not displayed in the list then follow the steps below to add your EHR. If your EHR is not on the list select *Is NOT in the list above* (at the very bottom of the list). Click *Continue*.

210.	<input type="radio"/> VitalHealth Software
211.	<input type="radio"/> Waiting Room Solutions
212.	<input type="radio"/> WellCentive
213.	<input type="radio"/> Wellsoft Corporation
214.	<input type="radio"/> Zenith Technology Solutions LLC
215.	<input checked="" type="radio"/> Is NOT in the list above.

5. Under *Step 4: Enter Your Company Information* complete all fields and click Continue.

Note: All Fields with an \* notation are required fields.

Step 4: Enter Your Company Information

Name of Company*	Company Main Phone Number
<input type="text"/>	<input type="text"/>
Address1	Address2
<input type="text"/>	<input type="text"/>
City	State
<input type="text"/>	Colorado
Zip	Web Site
<input type="text"/>	<input type="text"/>

Please enter new EHR contact information below:

First Name*	Last Name*	Contact Phone*	Contact Email*
EHR1	Name	111 111 1111 x 1111	EHR1@test.com

6. A *Congratulations!* screen will appear showing your account information for CoPHR. At this time you will also receive an email from CoPHR. Please save this email for future reference.
- a. Click *Continue*.



 **CONGRATULATIONS!**

Your CoPHR Account has successfully been created.

Your Information

Name	EHR1 Name
Username	EHR1.Name
Password	*****
Email	EHR1@test.com

Print

Continue

Note: The Username you will use during the logon process is listed on this page. Retain this information for your records.

You will be directed to the CIIS Resource Center portal within CoPHR. For more information about how to navigate within the CoPHR portal, see the EHR Vendor Navigation guidance document located on the right hand side of the website.

## Questions?

### CIIS Help Desk

Phone: 303-692-2437 option 2

Toll Free: 1-888-611-9918 option 1

Fax: 303-758-3640

Send us an email:

Cdphe.ciis@state.co.us