

Navigation 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 an EHR Vendor can navigate 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.

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Widget Navigation

This document picks up where the EHR Vendor Enrollment guidance document left off. Please login to your CoPHR account on the CoPHR website (www.cophr.com).

This section will go into detail on how to access/update information in the CIIS Resource Center (CRC) within CoPHR as an EHR Vendor. You will learn how to edit your company information, add EHR products, and how to monitor client status and interface projects.

If at any time you get lost within the CoPHR portal, you can navigate back to any of the main tabs via the dark blue bar at the top of the webpage.



Editing Company Information

This section will describe how to edit your Company Name, the EHR main Contact's Name, and how to upload your EHR's logo. *Optional*.

1. Click on the *Company Info* link on the main, dark blue tab at the top of the page.





2. To edit your EHR Company Name or Contact Name, change the information in the appropriate fields. Click **Save**.
3. If you want to upload your EHR logo, click *Choose File* to find the logo. Click *Upload Logo*.

EHR Information >> Edit Your EHR Information

EHR Company Name*		Web Site		
<input type="text" value="Company Name2"/>		<input type="text"/>		
Contact Name		Contact Phone		Contact Email
<input type="text" value="EHR2 Name"/>		<input type="text" value="222 222 2222 x"/>		<input type="text" value="EHRTest@Test.com"/>

Upload Your EHR logo

Browse the image to upload* (120px x 120px)

No file chosen

No Image Available

Adding EHR Products

This section will go through the process of adding EHR products to the CIIS Resource Center within CoPHR. This will allow you to test messages for each product, using the HL7 testing tool.

1. If your EHR has products that the CIIS Resource Center does not have on file, you will need to add these products if you want to validate HL7 messages for that product. You can do this by clicking *Add Products* under the *Validate Products* widget on the Main Screen. If you do not need to add products you can skip this section.



Colorado Immunization Information System (CIIS)

CIIS Resource Center

EHR Co



Validate Products

Add Products - 1 Products On File

Add Versions

Validate HL7 Messaging
2.5.1 VXU, QBP



Validate Practice HL7 Messaging



Validate Group HL7 Messaging



Interface Projects

- All current products are listed under Your Product List. To add a new product, click on *Add New Product/Version*.

[EHR Information >>](#)

EHR Company Name	Web Site	Originally Contacted By
Company Name2		User
Contact Name	Contact Phone	Contact Email
EHR2 Name	(222) 222 2222	EHRTest@Test.com

Your Product List



Validate Products



#	Edit	Product Name	Product Version	Certified				Number of Practices Using	VXU	Query
				VXU HL7	VXU	Query HL7	Query			
1.		Company Name2						0		

Add New Product/Version
Cancel

3. On the Add New Product/Version screen do the following steps:
 - a. Select the appropriate radio button to update an Existing Product or add a New Product
 - b. If updating an Existing Product, select the product from the drop down menu and add the Version in the New Version field.

Pick product from drop down menu and add version

Add New Product/Version

Existing Product New Product*

Product Name: [Dropdown] New Version (Required for Existing Product): [Text Field]

[SAVE] [CANCEL]

- c. If adding a New Product, type the product name in the New Product field and add the Version in the New Version field

Add product to text field and add version

Add New Product/Version

Existing Product New Product*

Product Name: [Dropdown] TestPro New Version (Required for Existing Product): 9.4

[SAVE] [CANCEL]

4. Click Save.
5. All new products will be listed under your *Product List*.

Your Product List

Validate Products

#	Edit	Product Name	Product Version	Certified				Number of Practices Using	VXU	Query
				VXU HL7	VXU	Query HL7	Query			
1.		Company Name2						0	Validate	Validate
2.		New Prod	1.2.3					0	Validate	Validate

[Add New Product/Version] [Cancel]



6. To start validating products, click on *Validate* in the right hand column of your Product List. For guidance, go to the *Validating EHR Projects/Versions* within the Validating HL7 Messages section of the HL7 Messaging Tool - EHR Vendor guidance document, located on the right hand side of the webpage.

Your Product List



Validate Products



#	Edit	Product Name	Product Version	Certified				Number of Practices Using	VXU	Query
				VXU HL7	VXU	Query HL7	Query			
1.		Company Name2						0		
2.		New Prod	1.2.3					0		

Monitoring Practice Status

By clicking *Practices* on the Main Tab you will be able to view the HL7 validation status of practice providers.

Colorado Department of Public Health and Environment
Colorado Public Health Reporting (CoPHR)

Main Company Info Validate Products **Practices** Projects Validate Files CIIS Help Desk

Status by Practice

This view gives a status of providers passing the HL7 validation to be included in your group file submission to the IIS. In order for a provider site to be included in your group file submission they must pass the IIS HL7 validation.

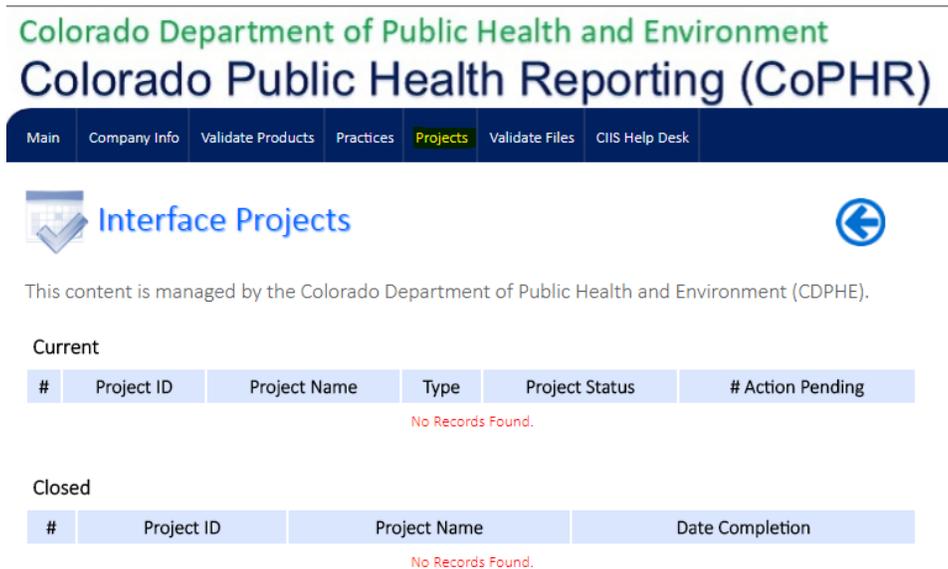
#	Status	HL7 Version	CIIS Clinic Code	Provider Site Name	EHR Product/Version	Site Contact	EHR Contact	Tested By
1				Site New	EHR Company -		EHR Test	Provider Site

Note: In order for a site to show up on the list, either the site of the CIIS team needs to link the site to the EHR. If you have questions about how to get sites linked to your EHR, please contact the CIIS Team at CDPHE.CIIS@state.co.us or 303 692 2437 x 2, 888 611 9918 x 1/.

Note: In order for a provider site to be included in the group file submission they must pass the minimum criteria for CIIS HL7 validation first.

Monitoring Interface Projects

By clicking the *Projects* link on the dark blue bar at the top of the page, you will be able to monitor all interface projects that are in progress between your sites and CIIS. Sites will show up here once they have been invited to onboard and have begun the interface process.



Colorado Department of Public Health and Environment
Colorado Public Health Reporting (CoPHR)

Main Company Info Validate Products Practices **Projects** Validate Files CIIS Help Desk

 **Interface Projects** 

This content is managed by the Colorado Department of Public Health and Environment (CDPHE).

Current

#	Project ID	Project Name	Type	Project Status	# Action Pending
No Records Found.					

Closed

#	Project ID	Project Name	Date Completion
No Records Found.			

This guidance document will not go into further detail on this section. If you have additional questions, please contact the CIIS Help Desk at CDPHE.CIIS@state.co.us or 303 692 2437 x 2, 888 611 9918 x 1/.

Modifying My Profile

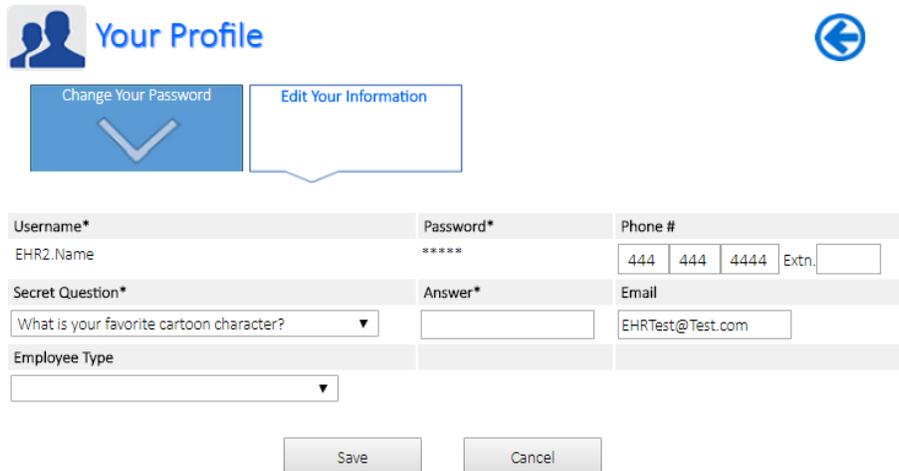
This section describes how to edit your contact information (Phone #, Secret Question/Answer, Email, and Employee Type) and change your password.

Editing Your Information

1. Click on *My Profile* in the upper right corner of the screen.



2. The Edit Your Information sub-tab is automatically selected. Change any of the editable fields that need updating. Click *Save*.



Your Profile

Change Your Password | Edit Your Information

Username*	Password*	Phone #
EHR2.Name	*****	444 444 4444 Extn. <input type="text"/>
Secret Question*	Answer*	Email
What is your favorite cartoon character? ▼	<input type="text"/>	EHRTest@Test.com
Employee Type		
<input type="text"/>		

Save Cancel

3. Click *Cancel* or *Save* to return to the Main screen.

Changing Your Password

1. Click on My Profile in the upper right corner of the screen.



2. Select the Change Your Password sub-tab.



3. Enter a new password in the Password and Re-type Password fields.



4. Click *Save*.
5. Click the *Cancel* button to return to the Main page screen.

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