Arkansas Department of Health Meaningful Use Cancer Registry On-Boarding Checklist
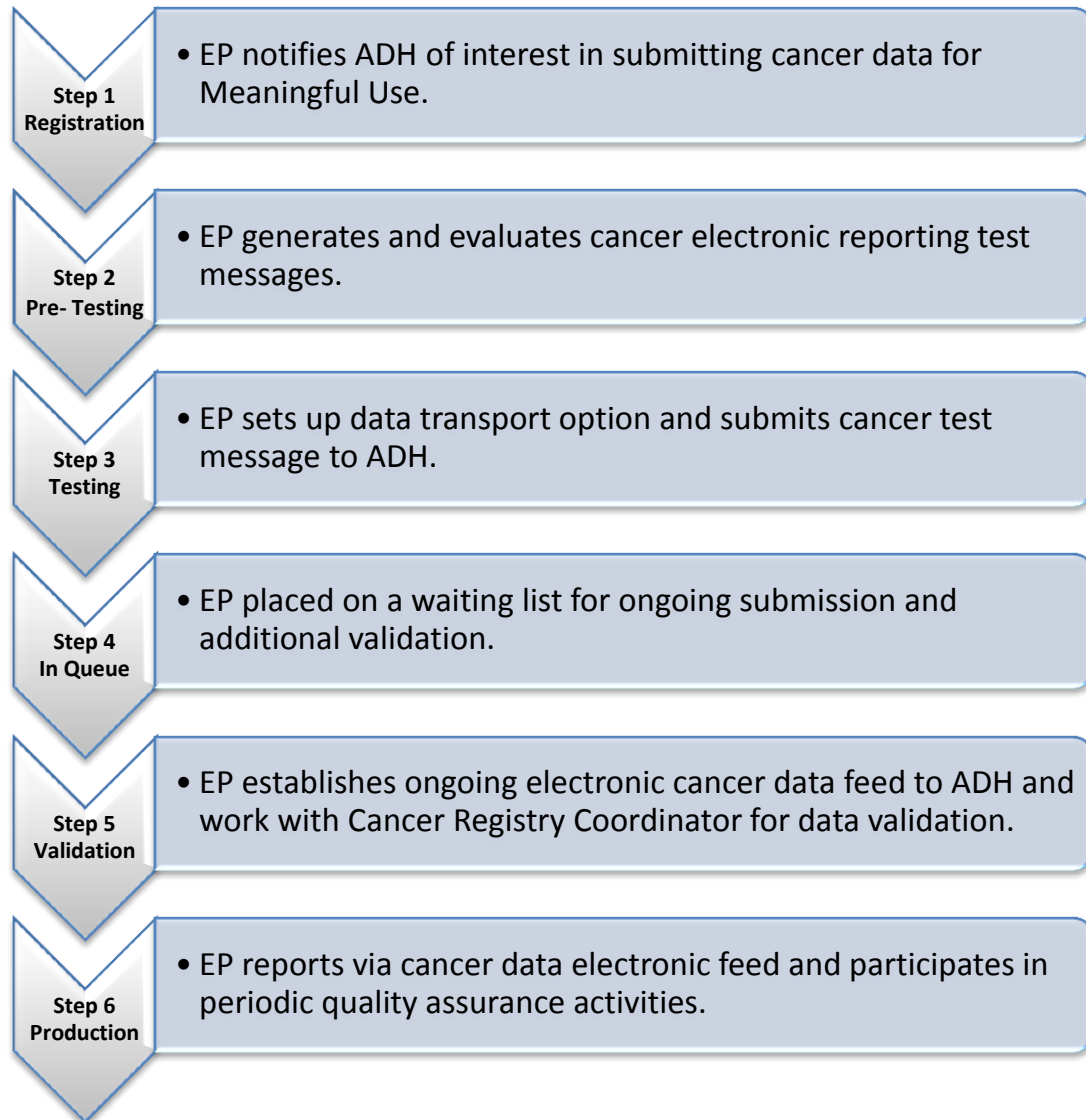
STAGE 1: COMPLETE STEPS 1- 3
STAGE 2: COMPLETE STEPS 1-6

Step 1 Registration
- EP notifies ADH of interest in submitting cancer data for Meaningful Use.

Step 2 Pre- Testing
- EP generates and evaluates cancer electronic reporting test messages.

Step 3 Testing
- EP sets up data transport option and submits cancer test message to ADH.

Step 4 In Queue
- EP placed on a waiting list for ongoing submission and additional validation.

Step 5 Validation
- EP establishes ongoing electronic cancer data feed to ADH and work with Cancer Registry Coordinator for data validation.

Step 6 Production
- EP reports via cancer data electronic feed and participates in periodic quality assurance activities.

Downloads:

- *Click for here Meaningful Use Cancer Registry On-Boarding Instructions*
- *Click here for a checklist of Required On-boarding Activities*

Step 1) Registration/Enrollment: (STAGE 1 AND STAGE 2)

☐ Complete the on-line Registration tool for Cancer Registry:
☐ Complete Business Associate Agreement (BAA) in Registration process – Require signature prior to Pre-testing
☐ Complete Data Use Agreement (DUA) in Registration process – Require signature prior to Pre-Testing

Step 2) Pre-testing: (STAGE 1 AND STAGE 2)

☐ Review the implementation guides for Cancer Registry …
☐ Create a set of test messages from EMR/EHR or HIS according to the specifications in the implementation guides
☐ Validate the test messages using the **Meaningful Use Cancer Registry Report Validation tool**
☐ Address any errors identified by the validation tool
☐ Save the successful or unsuccessful message identified by the validation tool

Step 3) Testing: (STAGE 1 AND STAGE 2)

☐ Stage 1: Upload successful or unsuccessful test message into the Registration tool.
☐ Stage 2: Upload successful test message into the Registration tool. Include Cancer Registry validation reports that indicate test messages are free of errors.

Step 4) In Queue (STAGE 2)

No activities. Arriving at this step completes the activities required for Stage 1 of Meaningful Use. An acknowledgement letter will be sent to registered users.

Stage 2 registrants will be contacted with information on how to connect to ADH once they uploaded a test msg.

Step 5) Validation

☐ Select a data transport mechanism (SFTP, HIE) for ongoing submission of cancer data
☐ Set up a transport mechanism
☐ Transmit a test message via the transport mechanism
☐ Begin ongoing submission and participate in validation activities

Step 6) Production

☐ Continue ongoing submission of cancer data to public health

Questions? Please contact the Central Cancer Registry: ADH.Cancer.MU@arkansas.gov