

EMR Certification

eHealth_hub - Home Clinic Client Summary Service Assessment Guide

March 31, 2020

Version 1.2



Shared health
Soins communs
Manitoba

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1 Overview

1.1 Document Purpose

This document contains details for the assessment components which are required in order for an EMR Product to be certified to the eHealth_hub - Home Clinic Client Summary Service Specification.

1.2 Related Documents

This document references the following companion documents:

Table 1: Related Documents

DOCUMENT
Manitoba EMR Certification – Baseline EMR Requirements Specification
eHealth_hub – Home Clinic Enrolment Service Interface Specification (“Enrolment Service”)
eHealth_hub - Home Clinic Client Summary Service Specification
eHealth_hub – Authentication Specification

2 EMR Product Assessment

The eHealth_hub - Home Clinic Client Summary Service Specification defines the requirements for integration between the EMR and the eHealth_hub - Home Clinic Client Summary Service (Client Summary Service).

2.1 Preparing for Product Assessment

Vendors of Certified EMR Products are advised to thoroughly prepare to ensure that the assessment goes smoothly and to ensure that it can be completed in the allocated time. Before an assessment session, the Vendor of a Certified EMR Product must:

1. Complete the assertion component of certification by submitting [Appendix A](#).
2. Review each scenario to ensure understanding. If questions arise, please contact your designated Product Lead and they will provide any required clarification.
3. Complete the pre-requisites related to each assessment scenario.
4. Conduct an end-to-end dry run to ensure that any identified issues can be remedied prior to assessment, and to confirm the time required to complete the assessment. If more time is required than initially allocated, please advise Shared Health at the earliest opportunity.

Demonstration provided by vendors that does not align with Assessment Scenarios or Assessment Addendum data may require re-assessment to confirm that requirements are met.

Vendors are expected to keep in-session development to a minimum during assessment sessions. Product Leads reserve the right to discontinue any assessment sessions based on EMR Product and vendor resource readiness.

2.2 Addendum

A companion document to this Assessment Guide is the eHealth_hub - Home Clinic Client Summary Service Assessment Addendum (addendum) which must be requested. The addendum will contain the necessary information to connect the Certification environment to Shared Health enabling assessment. The following information will be contained in the addendum:

- EMR ID and Home Clinic ID
- Testing Network URLs
- Certificates
- Pre-configured Connection Sample (SOAP Project file)
- Test clients and test providers
 - Assessment scenarios contain references to clients and providers that will be provided in the addendum

2.3 Assessment Column Definitions

ID – A unique identifier for the assessment scenario

Description – A brief text description of the assessment being performed

Precondition – Any setup that must be in place prior to the assessment being performed

Script – The detailed steps needed to execute the assessment

Expected Results – The detailed results to be demonstrated and that prove successful execution of the test

Reqmt Xref – A reference to one or more requirements from the specification

2.4 Assessment Scenarios

CONNECTIVITY

Table 2: Assessment Scenarios - Connectivity

ID	DESCRIPTION	PRECONDITION	SCRIPT	EXPECTED RESULTS	REQMT XREF
C01	Sends Client Summary Service requests.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> Update the Home Clinic Client Summary Comments for [CLIENT-X1] Submit Client Summary Data Messages on demand Retrieve Client Summary Validation Messages on demand. Access the Home Clinic Remediation List. Access the EMR interface log. 	<ol style="list-style-type: none"> The following occurs: <ul style="list-style-type: none"> Saves and displays updated Home Clinic Client Summary Comments A submission of the Client Summary Data Messages occurs A retrieval of Client Summary Validation Messages occurs. Displays Client Summary Validation Message. Displays the EMR interface log which: <ul style="list-style-type: none"> Contains all the recorded events (i.e. requests and responses) 	HCS001 HCS007 HCS011 HCS012 HCS013 HCS014 HCS015 ENR004 ENR017

C02	Sends Client Summary Service requests – Using an invalid certificate.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and invalidate the EMR certificate. 2. Perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] • Submit Client Summary Data Messages on demand 3. Retrieve Client Summary Validation Messages on demand. 4. Access the EMR interface log. 5. Restore the EMR certificate. 	<ol style="list-style-type: none"> 1. Stores the invalid certificate. 2. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs 3. A retrieval of Client Summary Validation Messages occurs. 4. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains the recorded error events 5. Stores the valid certificate. 	HCS001 HCS007 HCS011 HCS013 HCS014 ENR004
C03	Sends Client Summary Service requests – Using an invalid EMR Identifier and a valid Home Clinic Identifier.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and invalidate the EMR Identifier. 2. Perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] • Submit Client Summary Data Messages on demand 3. Retrieve Client Summary Validation Messages on demand. 4. Access the EMR interface log. 5. Restore the valid EMR Identifier. 	<ol style="list-style-type: none"> 1. Stores the invalid EMR Identifier. 2. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs 3. A retrieval of Client Summary Validation Messages occurs. 4. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains the recorded error events 5. Stores the valid EMR Identifier. 	HCS001 HCS007 HCS011 HCS013 HCS014 ENR004

C04	Sends Client Summary Service requests – Using a valid EMR Identifier and an invalid Home Clinic Identifier.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and invalidate the Home Clinic Identifier. 2. Perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] • Submit Client Summary Data Messages on demand 3. Retrieve Client Summary Validation Messages on demand. 4. Access the EMR interface log. 5. Restore the valid Home Clinic Identifier. 	<ol style="list-style-type: none"> 1. Stores the invalid Home Clinic Identifier. 2. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs 3. A retrieval of Client Summary Validation Messages occurs. 4. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains the recorded error events 5. Stores the valid Home Clinic Identifier. 	HCS001 HCS007 HCS011 HCS013 HCS014 ENR004
C05	Disables the Client Summary Service for a Home Clinic.	The Client Summary Service has been enabled for [HOMECLINIC-01] and [HOMECLINIC-02] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X2] • Submit Client Summary Data Messages on demand 2. Retrieve Client Summary Validation Messages on demand. 3. Access each Home Clinic Remediation List. 4. Access the EMR interface log. 5. Disable the Client Summary Service for [HOMECLINIC-02]. 6. Perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic 	<ol style="list-style-type: none"> 1. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs 2. A retrieval of Client Summary Validation Messages occurs. 3. Displays each Client Summary Validation Message in the appropriate Home Clinic Remediation List. 4. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains new recorded successful events for [HOMECLINIC-01] and 	HCS001 HCS002 HCS007 HCS011 HCS012 HCS013 HCS014 HCS015 ENR004 ENR017

			<p>Client Summary Comments for [CLIENT-X1] and [CLIENT-X2]</p> <ul style="list-style-type: none"> • Submit Client Summary Data Messages on demand <p>7. Retrieve Client Summary Validation Messages on demand.</p> <p>8. Access the EMR interface log.</p>	<p>[HOMECLINIC-02]</p> <p>5. Disables Client Summary Service for [HOMECLINIC-02].</p> <p>6. The following occurs:</p> <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs <p>7. A retrieval of Client Summary Validation Messages occurs.</p> <p>8. Displays the EMR interface log which:</p> <ul style="list-style-type: none"> • Contains the recorded successful events for [HOMECLINIC-01] • Contains no new events for [HOMECLINIC-02] 	
C06	Sends failed and halted Client Summary Service requests – HIAL is unavailable.	<p>The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.</p> <p>HIAL is made unavailable by Shared Health.</p>	<p>1. Log in as an EMR administrator/appropriate user and perform the following actions:</p> <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X3] • Submit Client Summary Data Messages on demand <p>2. Retrieve Client Summary Validation Messages on demand.</p> <p>3. Access the EMR interface log.</p> <p>4. <i>Shared Health restores HIAL availability.</i></p> <p>5. Perform the following actions:</p> <ul style="list-style-type: none"> • Update the Home Clinic 	<p>1. Determines a server error from the Client Summary Service and halts further submissions.</p> <p>2. Determines a server error from the Client Summary Service.</p> <p>3. Displays the EMR interface log which:</p> <ul style="list-style-type: none"> • Contains new recorded error events for [HOMECLINIC-01] <p>4. <i>HIAL is available.</i></p> <p>5. The following occurs:</p> <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages 	<p>HCS001 HCS002 HCS007 HCS009 HCS011 HCS012 HCS013 HCS014 ENR004</p>

			<p>Client Summary Comments for [CLIENT-X1] only</p> <ul style="list-style-type: none"> • Submit Client Summary Data Messages on demand <p>6. Retrieve Client Summary Validation Messages on demand.</p> <p>7. Access the EMR interface log.</p>	<p>occurs. A submission includes:</p> <ul style="list-style-type: none"> ○ One message per client ○ The latest message for [CLIENT-X1] ○ The previously halted message for [CLIENT-X3] <p>6. A retrieval of Client Summary Validation Messages occurs.</p> <p>7. Displays the EMR interface log which:</p> <ul style="list-style-type: none"> • Contains new recorded events for [HOMECLINIC-01] 	
C07	<p>Sends failed and halted Client Summary Service requests – Client Summary is unavailable.</p>	<p>The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.</p> <p>Client Summary Service is made unavailable by Shared Health.</p>	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X3] • Submit Client Summary Data Messages on demand 2. Retrieve Client Summary Validation Messages on demand. 3. Access the EMR interface log. 4. <i>Shared Health restores Client Summary Service availability.</i> 5. Submit Client Summary Data Messages on demand. 6. Retrieve Client Summary Validation Messages on demand. 7. Access the EMR interface log. 	<ol style="list-style-type: none"> 1. Receives a server error from the Client Summary Service and halts further submissions. 2. Receives a server error from the Client Summary Service. 3. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains new recorded error events for [HOMECLINIC-01] 4. <i>Client Summary Service is available.</i> 5. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments • A submission of the Client Summary Data Messages occurs. A submission includes: <ul style="list-style-type: none"> ○ One message per client ○ The previously failed and halted messages for 	<p>HCS001 HCS002 HCS007 HCS009 HCS011 HCS012 HCS013 HCS014 ENR004</p>

				<p>[CLIENT-X1] and [CLIENT-X3]</p> <ol style="list-style-type: none"> 6. A retrieval of Client Summary Validation Messages occurs. 7. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains new recorded events for [HOMECLINIC-01] 	
C08	Configures time of submission of Client Summary Data Messages.	The Client Summary Service has been enabled for [HOMECLINIC-01] and [HOMECLINIC-02] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> • Update the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X2] • Add an allergy to [CLIENT-X1] and to [CLIENT-X2] • Update the time of daily submission of Client Summary Data Messages to [one (1) minute from now] 2. Wait for the time of daily submission of Client Summary Data Messages to occur. 3. Access the EMR interface log. 	<ol style="list-style-type: none"> 1. The following occurs: <ul style="list-style-type: none"> • Saves the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X2] • Saves the allergy information for [CLIENT-X1] and [CLIENT-X2] • Saves the time of daily submission of Client Summary Data Messages 2. The following occurs: <ul style="list-style-type: none"> • Saves and displays updated Home Clinic Client Summary Comments and allergy information • A submission of the Client Summary Data Messages occurs. A submission includes: <ul style="list-style-type: none"> ○ One message per client 3. Displays the EMR interface log which: <ul style="list-style-type: none"> • Contains the recorded events for [HOMECLINIC-01] and [HOMECLINIC-02] 	HCS008

C09	Configures time of polling of Client Summary Validation Messages – Mailbox contains more than 25 Client Summary Validation Messages.	HIAL has seeded 30 additional Client Summary Validation Messages for [HOMECLINIC-02].	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> • Update the time of polling of Client Summary Validation Messages to [one (1) minute from now] 2. Wait for the time of daily polling of Client Summary Validation Messages to occur. 3. Access each Home Clinic Remediation List. 	<ol style="list-style-type: none"> 1. Saves time of daily polling of Client Summary Validation Messages. 2. A retrieval of Client Summary Validation Messages occurs. 3. Displays each Client Summary Validation Message in the appropriate Home Clinic Remediation List. 	HCS011 HCS012 HCS013
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INTERFACE

Table 3: Assessment Scenarios – Interface

ID	DESCRIPTION	PRECONDITION	SCRIPT	EXPECTED RESULTS	REQMT XREF
S01	Maintains Home Clinic Details.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR administrator/appropriate user and update the Home Clinic Phone. 	<ol style="list-style-type: none"> 1. Saves and displays updated Home Clinic Phone. 	HCS003
S02	Generates Client Summary Data Message and adheres to grouping, sorting and filtering rules.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> 1. Log in as an EMR User and place [CLIENT-01] into context, and present Client Summary Data. 2. Update the Home Clinic Client Summary Comments for [CLIENT-01]. 3. Log in as an EMR administrator/appropriate user and perform the following actions: 	<ol style="list-style-type: none"> 1. Displays all Client Summary Data for [CLIENT-01]: <ul style="list-style-type: none"> • Aligns with data provided in Assessment Addendum 2. Saves and displays updated Home Clinic Client Summary Comments. 3. The following occurs: <ul style="list-style-type: none"> • A submission of the Client 	HCS006

			<ul style="list-style-type: none"> Submit Client Summary Data Messages on demand 	<p>Summary Data Messages occurs.</p> <ul style="list-style-type: none"> The Client Summary Data Message: <ul style="list-style-type: none"> Contains all expected Client Summary Data Adheres to the grouping, sorting, and filtering rules 	
S03	Permits Home Clinic EMR User access to Client Summary Data Message submission responses.	The Client Summary Service has been enabled for [HOMECLINIC-01] in the EMR.	<ol style="list-style-type: none"> Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> Update the Home Clinic Client Summary Comments for [CLIENT-X1] Submit Client Summary Data Messages on demand Log in as a Home Clinic EMR User and access the Client Summary Data Message response. 	<ol style="list-style-type: none"> The following occurs: <ul style="list-style-type: none"> Saves and displays updated Home Clinic Client Summary Comments A submission of the Client Summary Data Message occurs Displays the Client Summary Data Message response which: <ul style="list-style-type: none"> Contains the recorded successful event 	HCS010
S04	Permits Home Clinic EMR User access to the appropriate Home Clinic Remediation List.	<p>The Client Summary Service has been enabled for [HOMECLINIC-01] and [HOMECLINIC-02] in the EMR.</p> <p>Enrolment remediation messages have been retrieved for [HOMECLINIC-01].</p>	<ol style="list-style-type: none"> Log in as an EMR administrator/appropriate user and perform the following actions: <ul style="list-style-type: none"> Update the Home Clinic Client Summary Comments for [CLIENT-X1] and [CLIENT-X2] Submit Client Summary Data Messages on demand Log in as an EMR User without any Home Clinic access and attempt to access the Home Clinic Remediation List for [HOMECLINIC-01]. 	<ol style="list-style-type: none"> The following occurs: <ul style="list-style-type: none"> Saves and displays updated Home Clinic Client Summary Comments A submission of the Client Summary Data Message occurs Does not display the Home Clinic Remediation List for [HOMECLINIC-01]. Grants EMR User with access to [HOMECLINIC-01]. Displays the Home Clinic Remediation List for 	HCS015 ENR022

			<ol style="list-style-type: none"> 3. Log in as an EMR administrator/appropriate user and assign the previous EMR User with access to [HOMECLINIC-01]. 4. Log in as the newly assigned Home Clinic EMR User with access to [HOMECLINIC-01] and access the Home Clinic Remediation List. 5. Access the record for [CLIENT-X1] directly from the Home Clinic Remediation List. 	<p>[HOMECLINIC-01] which:</p> <ul style="list-style-type: none"> • Differentiates Client Summary Validation Message from Enrolment Remediation Message(s) • Does not include Client Summary Validation Message for [CLIENT-X2] <ol style="list-style-type: none"> 5. Places the client record into context. 	
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3 Appendix A: Assertions

Vendors of Certified Products are required to provide their self-assessment against requirements that have an assessment type of “Assertion”. Follow the instructions below to complete the assertion component of this assessment:

1. Print Appendix A.
2. Assess the EMR product's ability to meet each requirement below.
 - Where the product fully meets the requirement, check “Yes” in the Assertion column
 - Where the product will need to be enhanced to fully meet the requirement, check “No” in the Assertion column

Note that the product must be enhanced for all requirements with a No assertion, prior to certification of the EMR product.

3. Scan the completed assertion sheet, and save the scanned sheet with a filename that uniquely identifies your EMR Product. For example, Assertion_HCCS_EMR-PRODUCT-NAME.pdf.
4. Submit the completed Assertion document to EMR@sharedhealthmb.ca.

Table 4: Assertions

ORGANIZATION NAME		
EMR PRODUCT NAME		
ID	ASSERTION	
HCS016	<input type="checkbox"/> Yes <input type="checkbox"/> No	
HCS017	<input type="checkbox"/> Yes <input type="checkbox"/> No	
INFS01	<input type="checkbox"/> Yes <input type="checkbox"/> No	
INFS02	<input type="checkbox"/> Yes <input type="checkbox"/> No	
INFS03	<input type="checkbox"/> Yes <input type="checkbox"/> No	
INFS04	<input type="checkbox"/> Yes <input type="checkbox"/> No	
eHealth_hub – Authentication Specification – AUTH-004	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Assertions in Table 14: Additional System Data Elements	<input type="checkbox"/> Yes <input type="checkbox"/> No	
AUTHORIZED REPRESENTATIVE		
Name		
Title		
Date		

(eHealth_hub - Home Clinic Client Summary Service Assessment Guide)

4 Appendix B: Test Case to Requirement Traceability

Table 5: Test Case to Requirement Traceability

Test Case ID	Specification Requirements																									
	HCS001	HCS002	HCS003	HCS004	HCS005	HCS006	HCS007	HCS008	HCS009	HCS010	HCS011	HCS012	HCS013	HCS014	HCS015	HCS016	HCS017	ENR003	ENR004	ENR005	ENR017	ENR022	INFS01	INFS02	INFS03	INFS04
Assertions																X	X						X	X	X	X
Verifications				X	X													X		X						
C01	X						X				X	X	X	X	X				X		X					
C02	X						X				X		X	X					X							
C03	X						X				X		X	X					X							
C04	X						X				X		X	X					X							
C05	X	X					X				X	X	X	X	X				X		X					
C06	X	X					X		X		X	X	X	X					X							
C07	X	X					X		X		X	X	X	X					X							
C08								X																		
C09											X	X	X													
S01			X																							
S02						X																				
S03										X																
S04															X								X			

5 Appendix C: Release Notes

Version 1.0 September 11, 2019

- Initial release

Version 1.1 November 15, 2019

- Added Assertion requirement HCS017 to Appendix A (Client Summary functionality cannot be disabled at a Provider-level).

Version 1.2 March 31, 2020

- Updated Related Documents:
 - Added eHealth_hub – Authentication Specification
 - Removed reference to Assessment Guide (this document)
- Updated Assertions Appendix:
 - Added eHealth_hub – Authentication Specification – AUTH-004
 - Updated table reference to Table 14: Additional System Data Elements