

## Registration for Electronic Data Exchange

*Please read before proceeding with registration*

**Select the “Individual” option when:**

- You are registering for an individual professional (EP)/clinician (EC)
- You are registering for an individual hospital (EH)
- You are registering for an individual other (could include a clinic, reference lab, pharmacy, specialty organization or other facility submitting data not for meaningful use or MIPS)

**Select the “Multiple” option when:**

- You are registering multiple professionals (EP)/clinicians (EC) at one site with the same Registration Contact, Technical Contact, EHR/LIMS Vendor Contact and Program Contact
- You are registering multiple hospitals (EH) with the same Registration Contact, Technical Contact, EHR/LIMS Vendor Contact and Program Contact

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### Individual Registration Process

**First Step: Create an account**

An account for the Minnesota Department of Health electronic data exchange registration system will give you access to the registration process required for electronic data submission to MDH. To create an account, follow these steps:

- Enter your contact information, relationship to the Provider(s) being registered, email address and password.
- Keep track of your password.
- You can immediately begin entering registration information after creating an account – creating an account does not mean you have submitted a registration.

**First Page**

<b>Question</b>	<b>Required?</b>	<b>Definition</b>	<b>Additional Information</b>
Are you registering to submit public health data for meaningful use or MIPS?	Yes	Click on yes or no	If you are not registering to submit data for meaningful use or MIPS you can still complete the registration process.
Individual (Professional/Clinician/Hospital/Other) or Multiple (Professionals/Clinicians/Hospitals)	Yes	Click on one option	The Multiple option will not be available if the registration is not for meaningful use or MIPS.

**Provider Information**

<b>Question</b>	<b>Required</b>	<b>Definition</b>	<b>Additional Information</b>
Registering As:	Yes	Click on Professional/Clinician or Hospital or Other	The “Other” option is only available if the registration is not for meaningful use or MIPS.
Group Affiliation	No	Example: a health system such as Allina or CentraCare Health	
NPI	Yes (if registering for MU or MIPS)	NPI is a 10 digit number	If you submit an NPI that was previously submitted/registered, you will get an error message. If you have questions about your request, contact <a href="mailto:health.meaningfuluse@state.mn.us">health.meaningfuluse@state.mn.us</a> .
CMS Meaningful Use Registration ID	No	CMS Meaningful Use Registration ID is a 10 digit number	This is different than the CMS EHR Certification ID number, it is obtained from CMS after registration (with CMS). This field is not applicable to non-meaningful use registrations.
Professional/Clinician First Name/Last Name and Practice/Organization Name <b>OR</b> Hospital Name	Yes	Name of professional/clinician or hospital being registered	
Practice/Organization Name	Yes	Name of practice of organization where professional/clinician works	

EHR or LIMS Vendor Name and Version	Yes	Name and version of electronic health record or laboratory information management system	
Is this a certified EHR product?	No	Click on yes or no	Check the status of the EHR certification at <a href="https://chpl.healthit.gov/#/search">https://chpl.healthit.gov/#/search</a>
Vendor Contact	Yes	Point of contact for EHR or LIMS	
<b>Contact Information</b>			
<b>Question</b>	<b>Required</b>	<b>Definition</b>	<b>Additional Information</b>
Facility/Health Organization Technical Contact	Yes	Fill out all fields	This could be a health system IT support person, an EHR vendor support person or other.
Registration Contact	Yes	Fill out all fields	This contact person will receive the official communications from MDH including the registration confirmation and other notifications.
<b>Public Health Programs</b>			
<b>Question</b>	<b>Required</b>	<b>Definition</b>	<b>Additional Information</b>
Immunizations	No	Check if reporting this data	Once this box is selected, additional questions will appear underneath: <ul style="list-style-type: none"> <li>• Immunization Data Format</li> <li>• Immunization Transport Protocol</li> <li>• Immunization Data Quality/Program Contact</li> <li>• Immunization Production Support Contact</li> </ul>
ELR (Electronic Laboratory Reporting)	No	Check if reporting this data	Once this box is selected, additional questions will appear underneath: <ul style="list-style-type: none"> <li>• Clinical Laboratory Improvement Amendment (CLIA) number</li> <li>• ELR Data Format</li> <li>• ELR Transport Protocol</li> <li>• ELR Data Quality/Program Contact</li> <li>• ELR Production Support Contact</li> </ul>

Cancer	No	Check if reporting this data	Once this box is selected, additional questions will appear underneath: <ul style="list-style-type: none"> <li>• Minnesota License Number (of professional/clinician)</li> <li>• Cancer Data Format</li> <li>• Cancer Transport Protocol</li> <li>• CMS EHR Certification ID#</li> <li>• Cancer Data Quality/Program Contact</li> <li>• Cancer Production Support Contact</li> </ul>
MNScreen	No	Check if reporting this data	Once this box is selected, additional questions will appear underneath: <ul style="list-style-type: none"> <li>• CCHD Data Format</li> <li>• EHDI Data Format</li> <li>• Demographics Data Format</li> <li>• MNScreen Data Quality/Program Contact</li> <li>• MNScreen Production Support Contact</li> </ul>
Blood Lead Reporting	No	Check if reporting this data	Once this box is selected, additional questions will appear underneath: <ul style="list-style-type: none"> <li>• Clinical Laboratory Improvement Amendment (CLIA) number</li> <li>• Blood Lead Data Format</li> <li>• Blood Lead Transport Protocol</li> <li>• Blood Lead Data Quality/Program Contact</li> <li>• Blood Lead Production Support Contact</li> </ul>

You can save entered data to submit at a later time, or you can submit the registration immediately. **You will not receive a confirmation letter of completion until the registration is submitted.**

At any time, you can log in and update information related to the provider(s) registered, including adding more eligible professionals (EPs)/clinicians (ECs), or eligible hospitals (EHs) to an existing registration. You can also create a new registration if some of the general information for the new registrant is different than that in your previously submitted registration.