	Provider	MDPH	DPM	CII
Task 1: ESP Server Build				
1. Build ESP server within provider network				
Provide patient and encounter count estimates	✓			
Provide server specifications				✓
Install OS and configure network	✓			
Estimated time: 1 day to 1 week elapsed time, 1-3 days working time				
Provider resources required: Technical System Administrator				
2. Establish how informatics vendor shall provide technical support				
Provider and CII sign Business Associate Agreement	✓			✓
Establish how provider and CII will technically work together - i.e. via VPN access, citrix, webmeeting	✓			✓
Enable CII access as appropriate	✓			
Estimated time: 2 weeks elapsed time, 1 day working time				
Provider resources required: Project Administrator, Network Engineer				
3. Configure network/firewall to enable reporting to MDPH portal				
Configure and verify configuration for network/firewall for data integration feed, SOAP HL7 reporting	✓			
Estimated time: 1 day				
Provider resources required: Network Engineer				
Task 2: Data Extract Creation				
1. Map data elements				
Deliver current data specifications table (FileSpec)				✓
Identify how multiple facilities or locations will be identified and managed, as applicable	✓	✓		✓
Reconcile/clarify data elements	✓			✓
Map EMR data elements to ESP fields and document	✓			✓
Estimated time: 2 weeks elapsed time, 3 days working time				
Provider resources required: EMR Data Analyst				
2. Create EMR extract data as ASCII files requred for ESP functionality				
Develop automated process for daily creation of EMR data as ASCII caret (^) delimited files for, at minimum, the 5 core files	✓			
Establish protocol for naming data files corresponding to ESP specifications (i.e. filename with date appended)	✓			
Ensure extract process enables creation of extracts based on custom date ranges if/when needed	✓			
Estimated time: 2-4 weeks elapsed time, 10 days working time				
Provider resources required: EMR Query Programmer				
3. Enable data transfer				
Implement method of automated file transfer to place core extract files on the ESP server for processing.	✓			
Estimated time: 1 day elapsed time, 1 day working time				
Provider resources required: Technical System Administrator				
Task 3: ESP Installation & Configuration				
1. Install ESP software				
Install ESP software following tasks detailed in ESP installation Instructions. Technical support provided by CII per process identified in 1.2. This includes installation and configuration of PostgreSQL and Apache webserver.	✓			✓
Estimated time: 1 day elapsed time, 1 day working time				
Provider resources required: Technical System Administrator				
2. Configure ESP environment				
Configuration of initial ESP environment. Includes configuration and enabling of backups, daily cron jobs, email access for daily reports, error monitoring, sftp for data integratation based on 2.3. Baseline scripts provided with software need to be customized and tested.	✓			✓
Estimated time: 1-3 days elapsed time, 1 day working time				
Provider resources required: Technical System Administrator				
Task 4: Data Extract Validation & Back Data Loading				
1. Load and validate iterations on data extract				
Train provider on data loading process				✓
Provide iterations on data extract files per output of 2.2	✓			
Load test data into ESP system	✓			✓
Verify, validate all required data elements are present and correspond to the formatting requirements	✓			✓
Estimated time: 1-4 weeks elapsed time, iterative process, 3-5 days working time.				
Provider resources required: Technical System Administrator, EMR Query Programmer, EMR Clinical Resource				
2. Load and validate historical data				

Create historical data extract (minimum of 2 years)	✓			
Load historical data extract into ESP system	✓			
Verify, validate all required data elements are present and correspond to formatting requirements	✓			✓

Estimated time: 1-2 weeks elapsed time, 3 days working time

Provider resources required: Technical System Administrator, EMR Query Programmer

Task 5: Lab Mapping to Enable Case Detection

1.Map EMR native labs to ESP natural labs

Train idenified ESP Administrator on Lab Mapping functionality/process	✓			✓
For each condition, map associated lab tests within ESP. *The number of tests to map varies for each site and condition.*	✓			

Estimated time: 1 week elapsed time, 1-3 days working time

Provider resources required: ESP Administrator, EMR Clinical Resource

Task 6: Enable ESP Data Processing & Case Detection Processes

Train provider on ESP related processes for data processing and case detection algorithms. Train and document on state of configuration done in 3.2.	✓			✓
Enable ESP to create historical set of cases	✓			✓
Create/modify daily batch script custom to provider envionment	✓			✓
Confirm that provider is ready to enter the Onboarding and Validation process	✓	✓	✓	✓

Estimated time: 5 days elapsed time, 2-3 days working time

Provider resources required: ESP Administrator, Technical System Administrator

Task 7: Implement Reporting - Enter the Onboarding and Validation Process

Onboarding and Validation tasks per the ESP implementation roadmap	✓	✓	✓	✓

Estimated time: 2-4 months elapsed time, 1 month working time

Provider resources required: ESP Administrator, EMR Clinical Resource

Task 8. Ongoing Support and Maintenance Activities

Data extract changes (additional fields added, etc.)	✓			✓
Support for new lab test mappings	✓			✓
System level support / OS patching	✓			
ESP upgrades, patching	✓			✓
New site/location integration (i.e. new sites added to the feed may require/want back loading of data records, validation, etc.)	✓			✓

Estimated time: Variable

Provider resources required: ESP Administrator, Technical System Administrator