

New Jersey Immunization Information System (NJIIS)



Interface Specifications for HEDIS Report

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Introduction

The New Jersey Immunization Information System (NJIIS) is the official state-wide immunization registry that allows users to ensure that all children and adult within New Jersey are protected against vaccine-preventable diseases. The New Jersey Statewide Immunization Registry Act NJSA: 26:4-131 was signed in October 2004. The NJIIS is a secure, web-based application and is in use in all 21 counties by health care providers, state and local health departments, hospitals, schools and universities, health maintenance organizations, and commercial insurance companies.

The system was developed and is supported by the NJDOH Health Information Technology Division. NJIIS has been recognized twice by the Centers for Disease Control and Prevention (CDC) and has received Connect and Grow Awards. Most infants are initially enrolled in NJIIS through the Electronic Birth Certificate (EBC) process. Immunizations are entered into NJIIS either by manual data entry by participating facilities or via the NJIIS Interface Management System by HL7 messaging protocol.

Health plans can request immunization data for HEDIS reports. Approved organizations may extract data for HEDIS reporting as needed. Approved organizations upload their patients' information to NJIIS via a specified input file format. The process matches patients from the input file to the NJIIS database and generates an output file that includes immunization data for their plan's participating patients found in NJIIS.

Instructions to Initiate Data Extract from NJIIS for HEDIS Report

- At least one person from each facility must have a username and password to login to NJIIS. If your site does not have any authorized NJIIS user, please visit the NJIIS homepage (<https://njiis.nj.gov>) and click on the “**Enrollment and Training**” link on the right navigation menu. Click on “**New Site**” and complete the form and fax it to the NJIIS Trainer specific to your county.

Note: Usernames and passwords should not be shared among users.

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NJIIS Training Opportunities

NJIIS Training Opportunities

To participate, your office just needs an adequate computer and access to the Internet. New NJIIS users are required to attend a one day training session at available training locations. The NJIIS offers user support for system utilization through the provision of training sessions, help desk services, system enhancements and immunization program updates. There are no member costs or fees to participate in this state program.

You must confirm your training attendance with the trainer at least 2 days in advance.

Select Training Type to view Schedule

Training Registration

TYPE	DESCRIPTION	ENROLLMENT
Vaccine Ordering & Management in NJIIS	VFC and 317 Vaccine Ordering Webinar	Registration
Understanding VFC and 317	Annual Provider Education Webinar	Registration
NJIIS Fundamentals Training	NJIIS New User Training	New User New Site
NJIIS School Nurse Training	NJIIS New School User Webinar	New User New Site
Health Plan User Webinar	Using HEDIS Extract Webinar	Pre-Registration
Interface Webinar	NJIIS Interface User Webinar	Pre-Registration

Click on the "New Site" to download the form

- All new users will work with their Insurance Training Coordinator to schedule training.
- Instructions on how to execute the HEDIS data extract from NJIIS are included in this document.
- Submit inquiries and questions via the NJIIS online intake form
<https://njdeptofhealth.atlassian.net/servicedesk/customer/portal/4>

HEDIS CSV File Format Specifications

CSV Input file format

- The data input file should contain data in a comma-delimited format (,); one line per **patient**.
- If input file is created using Excel, the date field must be formatted as MM/DD/YYYY. If the date field is not formatted correctly, the record will not be processed.
- Do not enclose the first name or last name field with quotation marks. For example: "Smith,"
- Here is an example of a correctly formatted record in EXCEL:

	A	B	C	D	E	F	G
1	Patient ID	Patient First Name	Patient Last Name	Patient Date of Birth	Patient Gender	Field Separator	Patient Mothers Maiden Name
2	1234567	Testlastname	Testfirstname	1/1/2018	F		
3							
4							

- The input file must be saved as .csv
- If it is necessary to view the file prior to upload, use notepad or Microsoft Excel to view the csv file.

Below are the fields to be included in the input file.

	Field Name	Value Required/ Optional?	Notes
1	Patient Internal Id	R	Sending organization's identifier for patient (e.g., chart number)
2	Patient First Name	R	
3	Patient Last Name	R	
4	Patient Date of Birth	R	Formatted as mm/dd/yyyy
5	Patient Gender	R	Allowed values are M , F , and U
6	Field Separator	R	Remain Blank
7	Patient Mother's Maiden Last Name	O	

NJIS Screen for HEDIS File Upload

- Log in to NJIS <https://njiis.nj.gov> using your NJIS username and password.
- Ensure that the appropriate facility name (insurance company name) is listed next to “**Current Medical Facility**” at the top of the page.
- Click on the “**Upload HEDIS data**” link under “**Interface**” on the left navigation menu. You should be on the “**HEDIS File Upload**” page.

The screenshot shows the NJIS HEDIS File Upload interface. At the top, there's a header with the State of New Jersey logo and the NJIS logo. Below the header, a dropdown menu shows the 'Current Medical Facility' as '10741 - NJIIS INSURANCE TEST'. A callout '1. Please click here to select the appropriate' points to this dropdown. On the left, a navigation menu has 'INTERFACE' expanded, with 'Upload HEDIS Data' highlighted. Below this, the 'Hedis File Upload' section contains a 'File Type' dropdown set to '.csv', a 'Choose File' button, and an 'Upload' button. A callout '2. Browse the file' points to the 'Choose File' button. Another callout '3. Select Upload' points to the 'Upload' button. Below the upload section, there's a table with columns: Date Received, Status, File Name, Date Processed, Patients Submitted, Patients Sent, Doses Sent, and Output File Name. A callout '4. Click on the output file to download' points to the 'Output File Name' column. The table shows one record with a status of 'PROCESSED' and an 'Input File.csv' file. At the bottom right, there's a 'Show 10 record(s)' dropdown.

Figure 1: HEDIS File Upload page

To upload a file for HEDIS Data Extract:

- ❖ Step 1: Browse the file.
- ❖ Step 2: Select Upload
- ❖ Step 3: Click on Upload.

To **download** the output, click on the file name in the “**Output File Name**” Column.

Best Practices - CSV Input File Format

- The data input file should contain data in a comma-delimited format (,), one line per **patient**.
- If input file is created using Excel, the date field must be formatted as MM/DD/YYYY.
- If the date field is not formatted correctly, the record will not be processed.
- Do not enclose the first name or last name field with quotation marks. For example: "Smith,"
- Gender of Patient must be UPPER CASE in the Patient Gender field.

Here is an example of a correctly formatted record in EXCEL

	A	B	C	D	E	F	G
1	Patient ID	Patient First Name	Patient Last Name	Patient Date of Birth	Patient Gender	Field Separator	Patient Mothers Maiden Name
2	1234567	Testlastname	Testfirstname	1/1/2018	F		
3							
4							

- Users should use the formatted spreadsheet supplied by NJIIS.

Patients born prior to 1998 must complete NJIIS Consent to Participate form before being enrolled in NJIIS.

CSV Output File Format

The output file contains data in a comma-delimited format (,); one line per **dose**. The output file can be opened in either Excel or Notepad. In Notepad, the output file contains data in a comma-delimited format (,).

Below are the fields included in the output file.

	Field Name	Value Required/ Optional?	Notes
1	Patient Internal Id	R	Sending organization's identifier for patient (e.g. chart number)
2	Patient First Name	R	
3	Patient Last Name	R	
4	Patient Date of Birth	R	Formatted as MM/DD/YYYY
5	Patient Comments	R	Indicates if no patient match in NJIIS
6	Dose CPT code	R	See CPT Codes table
7	Vaccine ID	R	
8	Date vaccination given	R	Formatted as MM/DD/YYYY
9	Patient Primary Provider Tax	O	Formatted as 123-45-6789
10	Patient Primary Provider Name	O	
11	Vaccination Provider Tax Id	O	
12	Vaccination Provider Name	O	Name of provider that recorded vaccination in NJIIS

Note:

- The number of patient records requested may not always return on the HEDIS Output Report.

Appendix

CPT Codes

Please refer to the Centers for Disease Control and Prevention CPT code table for latest valid CPT codes.

<https://www2a.cdc.gov/vaccines/iis/iisstandards/vaccines.asp?rpt=cpt>

List of File Process Status

File Process Status	Description
Received	File is received
Initiated	File Received and in queue for processing.
Processing	File is in the process.
Error	Some errors occurred while processing the file.
Processed	File is processed.