

ELR Onboarding When Switching Electronic Medical Record Systems

If your facility is planning a migration to a new EMR, please notify DPHHS at MIDIS@mt.gov to set up a kick-off meeting

Establish Timelines

- When is the tentative or confirmed go-live date of the new EMR
- When will testing begin
- When will all testing be finished



Determine Responsibilities

- Who are the essential contacts from DPHHS, facility, and county health department
- Who will be creating, sending, and fixing the lab reports
- Who will be working on the connection



Set Up Reoccurring Check-Ins

Purpose of check-ins

- Help everyone stay on track with the time line
- Keep everyone accountable
- Address any issues "in person"

Frequency and duration of check-in meetings will be dependent upon go-live date and resources needed



Reportable Labs Resulted

- Provide DPHHS a list of all reportable labs resulted in facility
- Map reportable tests, results, and specimens to applicable LOINC and SNOMED codes
- Test a couple labs for each disease resulted in facility to ensure success in DPHHS system



Once all testing is complete and DPHHS signs off on new EMR connection, onboarding is complete.