Implementation Plan Activities Update

General Updates (as of 02/18/2016)
- The first of three data flow webinars occurred on February 11, 2016. The NSSP Team received 7 volunteers to review data flow in detail and provide feedback. The first session with the volunteers is being scheduled. Expect to have 3-4 one 60 to 90 minute sessions with this group during the next few weeks.
- Clean-up of Master Facility Tables continues. DHIS will submit a schedule of when jurisdictions can expect coordination with one of the Master Facility NSSP teams. Master Facility Table clean-up will continue through July 2016.
- The NSSP team has started working Part 2 of data flow which includes data ingestion from the HL7 Archive into the ESSENCE application and will begin discussions around ESSENCE settings. Plan to hold Part 2 of data flow with the community in Mid-March (Date to be determined soon).

General Updates (as of 02/04/2016)
- First of three data flow webinars is scheduled for February 11, 2016. The NSSP Team will ask the community for 6–9 volunteers to review data flow in detail and provide feedback (TAG’s involvement has also been requested).
- DHIS formed three teams to coordinate site activities from now through July 2016 so that the Master Facility Tables can be finalized.
- The NSSP Team is developing the Admin Tool for user-acceptance testing among Phase II sites in April 2016. Shortly afterwards, a test version will be available for the community to use. The NSSP Team was encouraged by the excellent feedback provided by community volunteers. Their input changed the course of development and led to significant improvements. We view this as a great success and hope the review of data flow replicates the process and provides equally beneficial results.
- NSSP Team has renewed coordination with JHU to get ESSENCE operational in the AWS cloud environment.
- NSSP Team has begun testing RStudio Professional, which was newly installed in the BioSense Platform’s staging environment.
- NSSP Team is developing the agenda for the in-person grantee meeting to be held in Atlanta, GA, on May 16, 17, and 18, 2016.
- NSSP team is looking at a replacement for phpMyAdmin that will provide user views into the HL7 archive environment within Microsoft SQL.
- DHIS is still working through contract issues for implementing the syndromic surveillance website and will continue to provide updates.
Six major objectives: (1) Clean Facilities (2) Begin new data flow (3) Setup basic data quality checks (4) Determine ESSENCE settings (5) Launch Admin Tool (6) Develop Technical Assistance documentation.

General Updates (as of 01/07/2016)
- Provided an update to the community on the implementation plan at the ISDS conference Dec 8-10, 2015.
- Completed the second follow up with community volunteers regarding the admin tool requirements. Final meeting scheduled for Jan 7, 2016.
- Conducted facility clean-up webinar to prepare community for next steps.
- Initiated facility clean-up with next batch of sites.
- Completed internal sketch of data flow requirements and are preparing for webinar(s) with the community.
- During data flow discussions we realized that we may have inadvertently sketched out our HL7 archive. Current plan is to invite TAG to participate in community data flow webinar and reengage after the webinar.
- Finalized server encryption.
- DUAs have been sent to grantees and non-grantees. Have already received signed copies from two sites.
  - Six major objectives: (1) Clean Facilities (2) Begin new data flow (3) Setup basic data quality checks (4) Determine ESSENCE settings (5) Launch Admin Tool (6) Develop Technical Assistance documentation.

General Updates (as of 11/12/2015)
- Admin tool follow-up with community volunteers is underway. One meeting has occurred and went well. Next meeting scheduled for Monday November 16, 2015.
- Phase II jurisdictions have finalized their facility clean-up.
- Reminder of upcoming facility clean-up process webinar December 3, 2015. The intent is to orient everyone to what is to come over the next couple of months.
- We continue to meet on Data Flow issues and Stacey Hoferka has joined our internal meetings to be more a part of the process. We continue to make progress – this will take a few weeks to sketch out and then we anticipate doing webinars with community to discuss more fully.
- Server encryption update – we are close to finalizing with AWS how to resolve the remaining nine servers to be encrypted. As a reminder the current nine are out of date for the encryption service, which will be rectified very soon.
- DUAs will go out to grantees (many have asked for them).
- Focus remains the same – 4 major areas (1) Work with user community to finalize requirements for ESSENCE Administration Tool (2) Update Master Facility process and documentation and develop timeline to work with Phase III jurisdictions (3) Preparation for crosswalk of data elements and flow to share with JHU.

General Updates (as of 10/29/2015):
- Admin tool webinar conducted October 22, 2015. Coordinating with 6 community representatives to refine and finalize requirements.
• Worked with Phase II jurisdictions on facility clean-up process. Have received feedback from four of the jurisdictions.
• Planning to conduct Master Facility Table process webinar on December 3, 2015 to orient the community on what to expect in the process.
• Have begun crosswalk of data elements and flow. Invited one person from community to participate.
• Server encryption is complete except for nine outdated servers. Looking at options for moving forward.
• Current focus (1) Work with user community to finalize requirements for ESSENCE Administration Tool (2) Update Master Facility process and documentation and develop timeline to work with Phase III jurisdictions (3) Preparation for crosswalk of data elements and flow to share with JHU.

General Updates (as of 10/15/2015):
• Server encryption is ahead of schedule. Should be completed by the end of October 2015.
• DHIS received good feedback on the master facility tables from Phase II jurisdictions. This is allowing us to rethink our processes and documentation before moving forward with Phase III jurisdictions. Once finalized, will send reviewers revised documentation to close the loop and begin the process with other jurisdictions.
• ESSENCE Administration tool preparation for requirement discussion continues. DHIS will conduct a webinar with the user community on October 22, 2015 in order to receive feedback before moving forward with development.
• Current focus (1) Work with user community to finalize requirements for ESSENCE Administration Tool (2) Update Master Facility process and documentation and develop timeline to work with Phase III jurisdictions (3) Preparation for crosswalk of data elements and flow to share with JHU.

General Updates (as of 10/1/2015):
• The Paper Reduction Act (PRA) requires CDC to get authority from the Office of Management and Budget (OMB) to collect data. Our authority to collect data expires next month, and we are working through the renewal process. As part of this process, a Privacy Impact Assessment (PIA) was reviewed requiring that we change the existing encryption. Long term this is going to enhance the security of the data within the BioSense Platform, short term it will require a rebuild of every server that could create downtime and adjust timelines. We will share more details and dates when we have more information.
• Message sent to Phase II Jurisdictions on 29 Sept 2015 requesting time to schedule a conference call to discuss Master Facility Tables.
• Finalizing the excel template and companion guide for master facility table based upon comments from community.
• Sue Swenson is NSSP’s dedicated communications lead
• Current focus (1) Work with Phase II Jurisdictions to finalize Master Facility Tables (2) Finalize preparations for requirement development of ESSENCE Administration tool (3) developing crosswalk of data elements and flow to share with JHU.

General Updates (as of 9/17/2015):
• Community gave CDC notice that there were no major comments that would halt progress (9/3).
- NSSP Finalizing Implementation Plan based on comments from community.
- CDC is working on a list of detailed steps that will need input with deadlines.
- NSSP worked with NIST to finalize certification update and published erratum to version 2.0 of messaging guide.
- Contacted pilot sites on 9/8 to invite them to continue participating in Phase II.
- CDC reviewed the Functional Requirements Gathering Priorities and preparing crosswalk (9/9).
- CDC current primary focus is (1) Master Facility Tool and Facility Clean-up process (2) Data elements and flow (3) ESSENCE Administration Tool (4) ESSENCE Settings. Have made good internal progress in preparing for each of these activities.
- NSSP will conduct the new grantee kick-off meeting on 10/15/15.
- NSSP preparing evaluation tools for grantees.
- NSSP has begun planning the grantee in-person meeting spring 2016.
- NSSP worked with community to finalize DUA and will be approaching jurisdictions who have requested it.

Communications:
- NSSP will have a dedicated communications lead on staff on 9/20/15
- In October 2015, NSSP plan to begin bi-weekly updates to multiple audiences.

### List of CDC development items that require input

<table>
<thead>
<tr>
<th>Topic</th>
<th>Delivery Date</th>
<th>Input deadline</th>
<th>Status</th>
<th>Reviewers</th>
<th>Input received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enhanced Facility Table</td>
<td>9/1/15</td>
<td>9/9/15</td>
<td>Complete</td>
<td>OB / DQ workgroup chairs Recommended reviewers</td>
<td>CDC reviewed input from Community and made adjustments to process and documentation</td>
</tr>
<tr>
<td>Enhanced Facility Table and Review process</td>
<td>10/1/15</td>
<td>10/30/15</td>
<td>Complete</td>
<td>Phase II Sites</td>
<td>8 of 8 Sites have completed</td>
</tr>
<tr>
<td>Enhanced Facility Table and Review process</td>
<td>12/14/15</td>
<td>7/29/16</td>
<td>In Progress</td>
<td>Phase III Sites</td>
<td>2 of 46 Sites have completed</td>
</tr>
<tr>
<td>Resolve key issues/missing variables/Data Flow</td>
<td>1/29/16</td>
<td>3/15/16</td>
<td>In Progress</td>
<td>Community</td>
<td>CDC received input from Community, which continues</td>
</tr>
<tr>
<td>Discuss Store / access raw HL7 messages</td>
<td>9/11/15</td>
<td>3/15/16</td>
<td>In Progress</td>
<td>Community/TAG</td>
<td>CDC received input from Community, which continues</td>
</tr>
<tr>
<td>Administration Tool Requirements Artifacts</td>
<td>10/22/15</td>
<td>1/7/16</td>
<td>Complete</td>
<td>Community</td>
<td>CDC reviewed input from Community and made adjustments</td>
</tr>
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<td>-------------------------------------------</td>
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<td>--------------------------------------------------------</td>
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<tr>
<td>ESSENCE Settings Discussion</td>
<td>TBD</td>
<td>TBD</td>
<td>Pending</td>
<td>Community</td>
<td></td>
</tr>
</tbody>
</table>

**Status =**

1. Pending (not yet assigned to a group of users)
2. Assigned (assigned to a group of users, but no meetings yet)
3. In Progress (Users have begun meeting to generate input, developing a proposal)
4. Proposed (User input is ready)
5. Complete (Input has been delivered to CDC)