Import Profiles, Code Values & Imported Batches

Every immunization provider must have at least one import profile, and some providers have multiple profiles for each system they integrate. The **User Profile Link** provides that integration. Certain message data fields are expected to contain coded values, which are values defined by a standard code table. **Code Value** mapping and handling procedures are components of import profiles. Finally, the **Profile & Batches** link allows you to view a list of previously imported batches.

1. After logging in to PHC Hub, click the **Import Profiles > Create New Profile** menu link.

2. Enter the name of the profile, select a template to base it on (optional), and click **Create**.
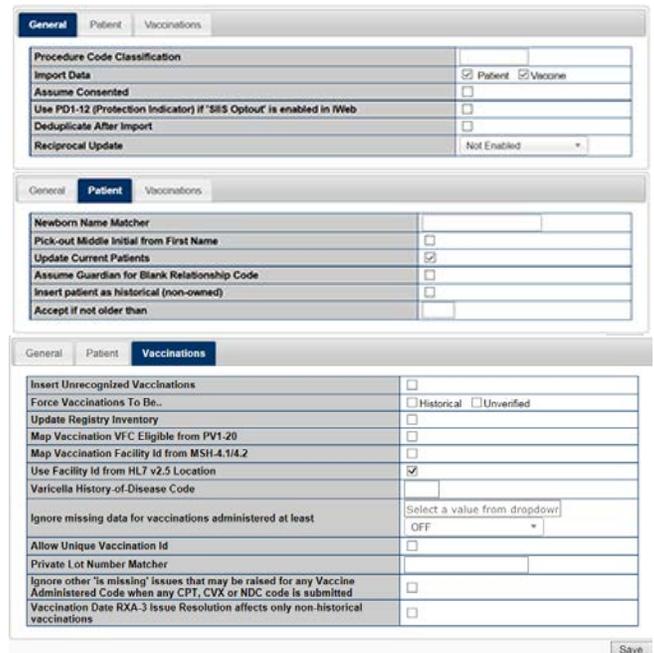

3. In the Edit Import Profile section of the page:

   - Select the **Enabled** option

   - If this import profile is based on a template (an existing import profile), select the **Template** option

   - See the *PHC Hub User Guide* for explanations on the remaining options

4. Select the Update Settings as needed (see the *PHC Hub User Guide* for explanations).

5. Select the Issue Resolution Settings as needed (see the *PHC Hub User Guide* for explanations).

6. Select the HL7 General Settings as needed (see the *PHC Hub User Guide* for explanations).

HL7 General Settings	
MRN Identifier	
Application Type	--select-- ▼
Hash id by sender	☐

7. For ORU only, select the HL7 Observation Settings as needed (see the *PHC Hub User Guide* for explanations).

HL7 Observation Settings (ORU Only)	
Observation definition	
Assume administered	No ▼
Unknown code handling	--select-- ▼
Consent filter	--select-- ▼
Consent code	
Consented value	
Refused value	

8. Select the Query Settings as needed (see the *PHC Hub User Guide* for explanations).

Query Settings	
Disable queries	☐
Strict exact match	☑
Query using	
	☐ Advanced Search (always used)
	☑ First, Last, Guardian First, and Mother Maiden Names
	☑ Birth Number
	☑ Medicaid
	☑ SSN
	☑ First Name, Last Name, Birth Date
	☑ First Name, Last Name (Exact)
	☑ First Name, Last Name (Phonetic)
	☑ Phone
	☑ First Initial, Last Initial, Birth Date
	☑ First Initial, Birth Date
	☑ Birth Date
	☑ First Name (Exact)
	☑ First Name (Phonetic)
	☑ Last Name (Phonetic)
Maximum number of matches	20
Enforce user agreement	☐
Return any singular low confidence match from Advanced Search as a high confidence match. (Return single VXX as VXR)	☐
Return vaccination forecast	☐
Return master patient address	☐
Return all normally private demographic fields from the master patient record	☐
Send vaccination deletes	☑
Send vaccinations as historical	☐
Send contraindications	☐
Send TB indurations	☐
Send name, gender, dob from reserve record	☐
Exclude:	
Vaccinations with no CPT code	☐
Vaccinations with no CVX code	☐
Vaccinations last updated by the querying HL7 user's account	☐
Vaccinations outside query range and not new patient	☐
Indicate vaccination given at	--select-- ▼

9. Click **Save** at the bottom of the page to save the settings.