# Health IT Product Confirmation

### Testing Result

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| --- | --- |
| Participant and Product-with-version |  |
| Setting (Ambulatory or Inpatient) |  |
| Test Proctor |  |
| Test Date |  |
| Product Name and Version |  |
| Software Build # (if known) |  |
| Confirm this matches the submitted product confirmation version number |  |
| Confirm Participant understands Testing Expectations |  |
| Start and Expected Stop Time of Test Event |  |

### Scope of Proctoring Sheet

This proctoring sheet is for DG-internal use for auditing software information of product under test. The final product-version captured during the test event(s) is expected to be the same version that appears on the product certification and that is listed on the ONC CHPL website. Please discuss this matter with your Test Proctor if you have any questions.

### Instructions

Proctor will read the summary of testing guidelines and critical testing rules and confirm participant understands these rules and establish the stop time of our testing. This information is recorded above.

Proctor will instruct participant to produce a screen image uniquely identifying the product-version under test. Proctor will capture a screen shot of product-version under test revealing Build Number and Product Name-and-Version. This information can be visible to typical user (e.g. in About Dialog screen) or accessed through database query. Information is recorded by Proctor in the section above and documented in screen shots below.

### Summary of Testing Expectations and Critical Testing Rules

This is a test event designed for verifying certification of a submitted health IT technology to the ONC criteria. The proctor sheets used for testing follow the ONC test procedures and approved test data. Proctor remains in in full control of the testing process and must always have direct observation of the product under test. Testing guidelines and test participant expectations are noted in the online Drummond Group Testing Guide (<http://www.drummondgroup.com/index.php/services/ehr-healthcare-services>) and the previously shared Test Participant Expectation document. Some critical testing rules to remember:

* Recommended time allotment for testing
  + 1-9 Modules: 3 hours
  + 10-20 Modules: 6 hours
  + 21-30 Modules: 12 hours
  + 31-40 Modules: 18 hours
  + 41-50 Modules: 24 hours
  + 50+ Modules: 31 hours
  + **Strict** time allotment of 2 hours is established for the Supplemental Retest. Any time exceeding this allotment will incur additional fees.
* Product is executed as fully compiled and executable software application and cannot be run in “debug” mode.
* When a test error is encountered, the module is recorded as failed, and the participant is instructed to move to the next module for testing.
* If a module cannot be tested due to the participant failing to pre-load the required pre-test patient setup data, the module is recorded as failed, and the participant is instructed to move to the next module for testing.
* If time permits, the participant will be allowed to retest failed modules after all other modules have been tested.
* No code changes or error fixes are allowed without Proctor permission and until all registered modules are tested once. Only minor code changes are allowed.
* Only one code change is allowed on specific module functionality during a test event. For example, a code change/modification is only allowed once on the problem list functionality within a given test day.
* You must supply patient test data that is fictitious and contrived by the participant for test purposes.
* No recording of audio or video by the participant is allowed during the test event.

**INSERT SCREEN SHOT – Build Number and Product Version**

### Change Log

|  |  |
| --- | --- |
| Revision | Change Description |
| 01-Dec-2016 | Added clarification that product-version captured during testing is expected to be the same as the product certification listing on the ONC CHPL. Updated Test Time Allotments. |
| 01-Mar-2016 | Initial Release. |
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