

# Getting Started with Electronic Public Health Case Reporting

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**Getting started begins with reaching out to your Public Health Agency - they should direct you on how to get started!**

Enabling **electronic case reporting (eCR)** is the OfficeEMR feature that supports automatic submission of case reports to your public health agencies, helping your practice meet compliance requirements and improve timeliness of public health data sharing.

The **AIMS eCR Implementers Guide** identifies the first step in the eCR on-boarding process:

➔ Your practice or provider organization must contact your **state or local Public Health Agency (PHA)** to notify them of your intent to participate.

Each PHA manages its own on-boarding and approval process. This outreach is the first step toward activation of case reporting within your EMR. We recommend keeping a copy of all communications with your PHA in your **MIPS audit file** to support your Case Reporting attestation.

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## eCR Requirements for MIPS 2025

- **Engagement Window:** CMS requires practices to begin engagement with their PHA within **60 days** of the start of your selected performance period.
- **Reporting Window:** The eCR measure requires participation for at least **180 continuous days** within 2025.
- **Timely Response:** Once the PHA begins working with you, they may request additional information or steps to complete onboarding. You are required to **respond within 30 days** to remain in good standing for MIPS reporting.
- **Small Practice Exception:** If your practice qualifies as a small practice (15 or fewer clinicians) and you are not submitting Promoting Interoperability data, the eCR/Case Reporting requirement does not apply.

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## Next Steps After PHA Confirmation

Once your PHA confirms your intent to participate, they will provide instructions for the next steps. These may include testing requirements or specific on-boarding tasks.

- If directed, please **open a support case** with our team.
- Clearly indicate that the case relates to **eCR** and whether the request is **time-sensitive** so we can prioritize appropriately.
- Our team will coordinate with you to complete the requested tasks and support your successful on-boarding.

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## Important Note

⚠ Do **not** stop your manual case reporting processes until your PHA has explicitly instructed you to do so. Automated electronic reporting should only replace manual workflows once approved by your PHA.

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