

FHIRBridge Implementation Playbook

Production-oriented playbook for onboarding a hospital or health service provider team to FHIRBridge for Ontario MHA PDS/FHIR readiness, conversion, validation, and submission operations.

Phases

1. Confirm sponsorship and tenant setup

Owner: Executive sponsor, implementation lead, administrator

Work: Name the implementation owner, define tenant boundaries, confirm privacy/accountability contacts, and configure the production tenant before PHI or customer files are used.

Acceptance criteria: Tenant record exists, users are assigned to roles, demo-only access is disabled for customer production use, and RLS evidence is captured.

Evidence: Tenant setup record, role matrix, access approval, and RLS test notes.

2. Pin the authorized standards package

Owner: FHIR lead, data standards owner

Work: Confirm the Ontario MHA PDS data dictionary, FHIR implementation guide, terminology package, and validator package version used for the implementation.

Acceptance criteria: Settings show the intended version, local package metadata is recorded, and the team knows which official materials cannot be redistributed publicly.

Evidence: Package/version register, Settings export, and checksum or source-path notes where available.

3. Complete source-system inventory

Owner: Hospital data lead, integration lead

Work: List source systems for organization, client, SDOH, referral, program, clinical summary, substance use/addictions, problem gambling, and encounter domains.

Acceptance criteria: Every required field has a named source, accountable owner, extraction method, and known data-quality limitation.

Evidence: Source inventory workbook and unresolved gap log.

4. Complete template readiness

Owner: Data analyst, quality lead

Work: Download the controlled template, verify mandatory and conditional fields, preserve column names, and run the template self-check before the first conversion.

Acceptance criteria: Template contains the full required field set and a populated test row with no structural errors.

Evidence: Template workbook, self-check export, and sample-row review notes.

5. Approve mappings

Owner: Clinical owner, FHIR lead, data owner

Work: Review each source-to-FHIR mapping, target path, rule, cardinality note, and decision status in the Mappings workbench.

Acceptance criteria: Mandatory fields are approved or explicitly deferred with owner/date, and unresolved mappings are not accepted for production.

Evidence: Mapping export with approved/review statuses and sign-off notes.

6. Build terminology crosswalks

Owner: Terminology lead, clinical owner

Work: Load local code tables, map local values to accepted terminology or controlled PDS values, and document unmapped or local-only values.

Acceptance criteria: Terminology self-check passes for configured local catalogues, and every warning has an owner and disposition.

Evidence: Terminology export, crosswalk file, and warning triage log.

7. Run a demo conversion

Owner: Implementation analyst, QA lead

Work: Use the demo data and then a de-identified customer extract to generate FHIR Bundles from the conversion workflow.

Acceptance criteria: Expected row count becomes expected Bundle count, import issues are explained, and generated resources can be traced to source fields.

Evidence: Conversion summary, Bundle JSON, import issue report, and traceability notes.

8. Validate and triage findings

Owner: FHIR lead, QA lead

Work: Run validation against local requirements and the configured package/validator where available, then classify fatal, error, warning, and information messages.

Acceptance criteria: No unresolved fatal/error items remain for the production candidate extract; warnings are accepted or remediated.

Evidence: Validation report, issue log, and remediation decisions.

9. Test interface-engine workflow

Owner: Integration lead, operations lead

Work: Submit a canonical source row through Live Feed, queue it, process the next job, and review mock or dry-run transport results.

Acceptance criteria: Jobs move through queued, validating, submitting, and accepted/mock-accepted states with traceable identifiers.

Evidence: Feed activity export, job ID, Bundle ID, OperationOutcome, and retry/attempt history.

10. Complete privacy and security readiness

Owner: Privacy officer, security lead, administrator

Work: Confirm tenant isolation, PHI minimization, retention rules, audit logging, access reviews, and incident response expectations.

Acceptance criteria: No production PHI is loaded until access, retention, audit, and operations controls are accepted.

Evidence: Security checklist, privacy sign-off, audit export, and access review.

11. Prepare Ontario Health transport go/no-go

Owner: Executive sponsor, integration lead, FHIR lead

Work: Confirm endpoint, credentials, onboarding expectations, dry-run evidence, support contacts, submission windows, and rollback plan.

Acceptance criteria: A signed go/no-go decision exists before live transmission is enabled.

Evidence: Transport checklist, dry-run evidence, endpoint/token governance notes, and go/no-go record.

12. Run hypercare and evidence review

Owner: Operations lead, quality lead

Work: Monitor submissions, review validation drift, track incidents, refresh terminology/package changes, and schedule evidence review.

Acceptance criteria: Daily review is in place for the first production period and unresolved production defects have owners and due dates.

Evidence: Hypercare tracker, daily queue review, issue register, and release notes.