



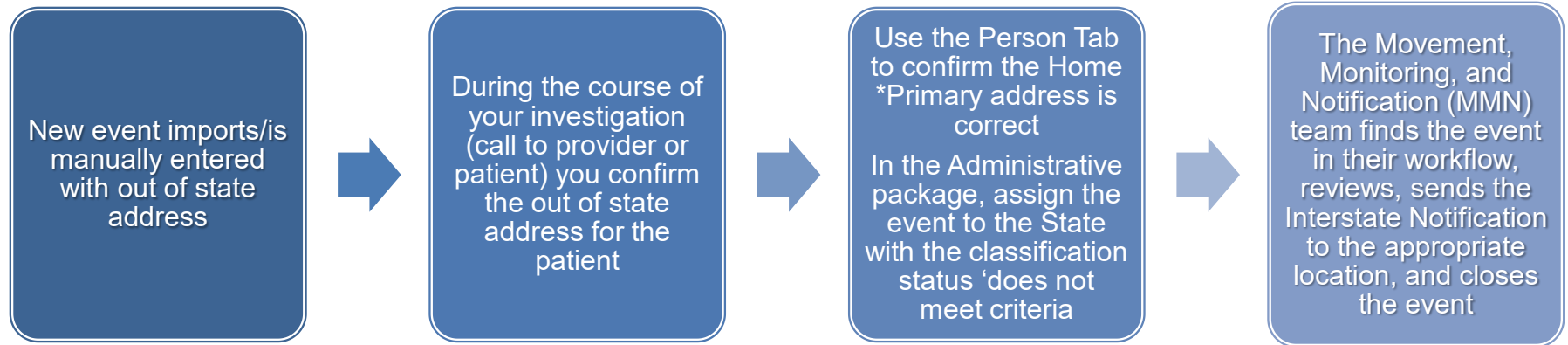
Interstate Notifications

February 2022

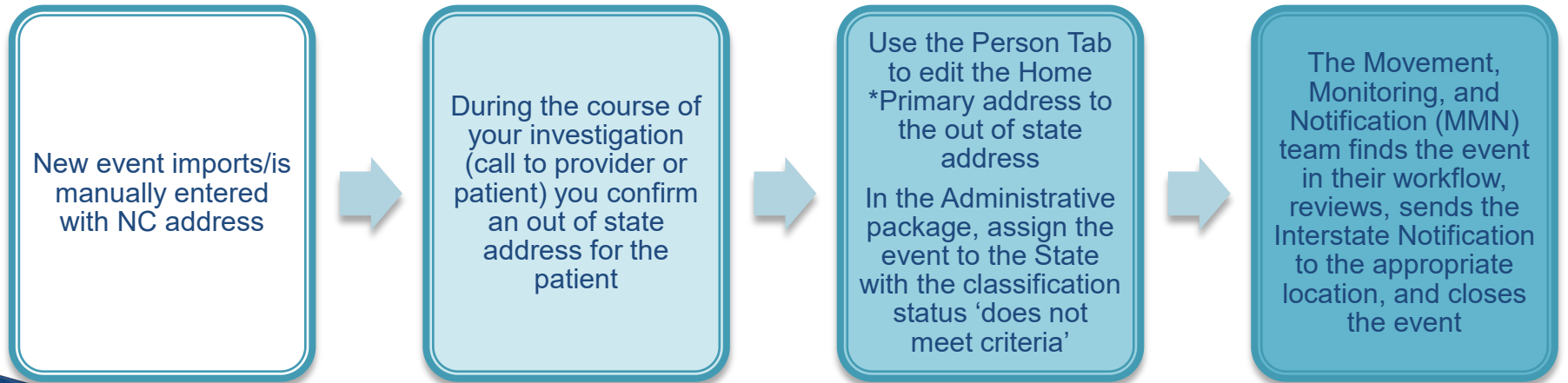
Trainings: ncedsstrainings@dhhs.nc.gov

Helpdesk: NCEDSSHelpDesk@dhhs.nc.gov

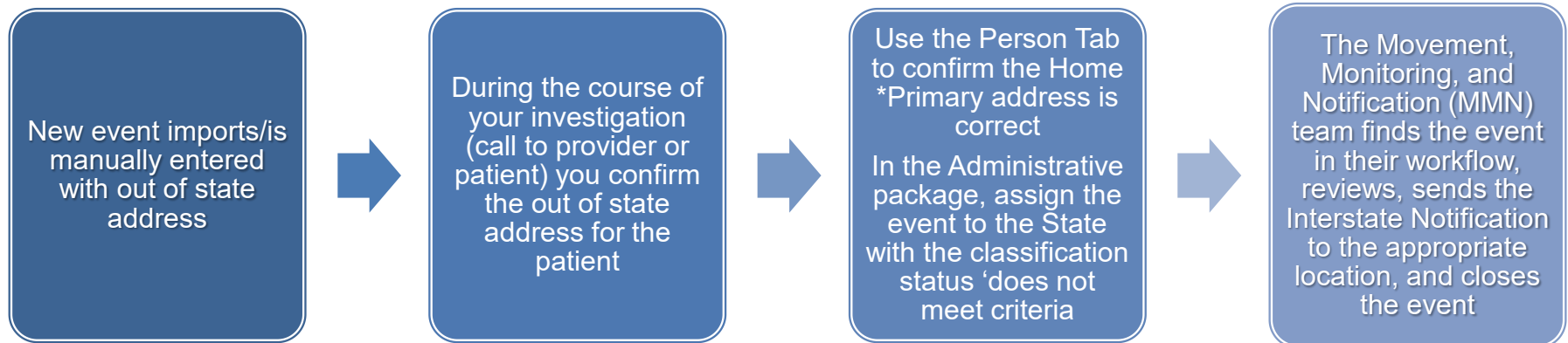
New Event with an Out of State Address



New Event with a North Carolina Address



New Event with an out of State Address



New Event/Out of State Address

- Events with an out of state address are assigned to an LHD county based on the county of the ordering facility who saw the patient

Ordering Facility (Other): Cullowhee Valley School_NCES_370234001002, 240 Wisdom Drive, Cullowhee, NC, 28723,

NC County of Residence for the Event

If a different county is investigating this event, the county of residence must share this event.
If patient is not a NC resident, enter the NC investigating county here.

NC County of Residence for the Event

Jackson County ▼

- A patient with an out of state address that saw an NC provider should be investigated to determine if they actually have a North Carolina address

New Event/Out of State Address

➤ Before assigning the event to the State for an Interstate Notification, ensure the 'Home*Primary' address for the person is documented as an out of state address

Person Summary

Demographic Information View History		Notes (Add/Edit)				
Name:	Person Case, Fake					
Maiden/Other Name:						
Alias:						
Gender:	Female					
Birth Date:	01/01/1990					
Death Date:						
Living Status:	Alive					
Age:	32					
Social Security Number:						
Party ID:	PCWFILZZCKC					
Create Date:	02/17/2022					

Contact Information						
Type	Address	County	Country	Phone	GIS Info	Action
Home * Primary	1123 One Two Drive, Huntsville, AL 35893		USA	(H) (999) 999-5555	Pending	Edit Delete

Administrative Package

- If the person is determined to be an out of state resident, keep your county as the 'NC County of Residence for the Event'
- In the Investigation Trail, assign the first block (or appropriate block if the event has been reassigned to you) to your county group
- Add a note that the person was another state's resident

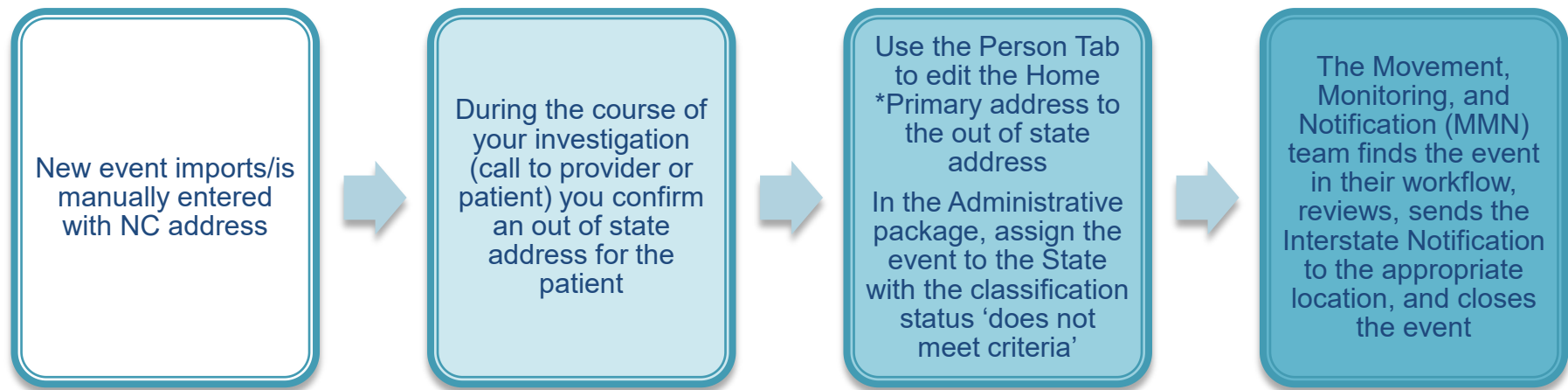
NC County of Residence for the Event	
If a different county is investigating this event, the county of residence must share this event. If patient is not a NC resident, enter the NC investigating county here.	
## NC County of Residence for the Event	Cherokee County
Investigation Trail: Add a new entry for each group to which the event transfers during the investigation	
## Date Assigned-Reassigned	04/22/2021
## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)	Cherokee COVID
## Select the reason for the assignment/reassignment	Original/Initial Assignment
^ Authorized Reporter	CCrowley
## Classification status	Confirmed
Notes	Per CCTO case-record, case is a resident of Huntsville, AL and was visiting Murphy, NC over the weekend.
	Local patient identifier
	Phone number (919) 546-1607

Assignment to State

- Add a new block to assign the event to the State, with the classification status of 'Does not meet criteria'

NC County of Residence for the Event		
If a different county is investigating this event, the county of residence must share this event. If patient is not a NC resident, enter the NC investigating county here.		
## NC County of Residence for the Event	Cherokee County	
Investigation Trail: Add a new entry for each group to which the event transfers during the investigation		
## Date Assigned-Reassigned	04/22/2021	
## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)	Cherokee COVID	Local patient identifier
## Select the reason for the assignment/reassignment	Original/Initial Assignment	
^ Authorized Reporter	CCrowley	Phone number (919) 546-1607
## Classification status	Confirmed	
Notes	Per CCTO case-record, case is a resident of Huntsville, AL and was visiting Murphy, NC over the weekend.	
## Date Assigned-Reassigned	04/23/2021 Add New	
## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)	State Disease Registrar	Local patient identifier
## Select the reason for the assignment/reassignment	Assign to State	
^ Authorized Reporter		Phone number
## Classification status	Does not meet criteria	
Notes		

New Event with a North Carolina Address



New Event/North Carolina Address

- During the investigation process, a person is determined to be an out of state resident
 - From follow up with the provider
 - From follow up with the patient
 - From follow up with another source (family, facility, etc)

Person Summary x

Demographic Information (View History)		Notes (Add/Edit)				
Name:	Person Case, Fake					
Maiden/Other Name:						
Alias:						
Gender:	Female					
Birth Date:	01/01/1990					
Death Date:						
Living Status:	Alive					
Age:	32					
Social Security Number:						
Party ID:	PCWFILRDCYI					
Create Date:	02/15/2022					

Contact Information						
Type	Address	County	Country	Phone	GIS Info	Action
Home * Primary	99 Main St, Murphy, NC 28906		USA	(H) (999) 999-9999	Pending	Edit Delete

- On the Event Summary under the Persons Tab, click on the 'Address Information' tab

Event Data Lab Results Concerns **Persons** Tasks Event History

Persons				
Name	Gender	Birth Date	Address	Status
▶ Fake Person Case	Female	01/01/1990	99 Main St, Murphy, NC 28906	Active

Edit Person

Basic Information **Address Information** Linked People Demographic History Notes

Address Information			
Type	Address	Phone	Action
▶ Home * Primary	99 Main St, Murphy, NC 28906	(H) (999) 999-9999	

- On the Address Information tab, click the Edit Address button

The screenshot displays a web interface for updating a person's address. At the top, there are five tabs: 'Basic Information', 'Address Information', 'Linked People', 'Demographic History', and 'Notes'. The 'Address Information' tab is selected and highlighted with a red box. Below the tabs is a table with the following data:

Type	Address	Phone	Action
▶ Home * Primary	99 Main St, Murphy, NC 28906	(H) (999) 999-9999	

Below the table are two buttons: 'Add Address Type' and 'Edit Address'. The 'Edit Address' button is highlighted with a red box. Below the buttons is another table titled 'Address History' with the following data:

Effective Dates	Address	County	Phone	Email	Contact Method	Residence Type	Status	GIS Info
02/15/2022 - 02/15/2022	99 Main St Murphy, NC 28906		(H) (999) 999-9999					Pending

Person Address-Update

- Ensure you are updating the “Home” address
- You will overwrite the current address information entered in the fields. You will NOT lose the other address info
- NC COVID will not usually validate out of state addresses

Addresses		
Type	Address	Phone
▶ Home	999 Main St, Murphy, NC 28906	(H) (999) 999-5555

Add Address Type

Edit Address	
Address Type:	Home ▼
Start Date:	04/30/2021 <input type="text"/>
End Date:	01/01/2030 <input type="text"/>
Street:	1123 One Two Three Drive <input type="text"/>
City:	Huntsville <input type="text"/>
State:	AL ▼
Zip Code:	<input type="text"/> X Unknown address
County:	<input type="text"/> ▼
Country:	USA ▼
Home Phone:	(999) 999-5555 <input type="text"/>
Mobile Phone:	<input type="text"/>
Work Phone:	<input type="text"/>
Email:	<input type="text"/>
Contact Method:	<input type="text"/> ▼
Residence Type:	<input type="text"/> ▼
Address Status:	<input type="text"/> ▼

Save Cancel Help

Person Address-Update

- The new out of state address is now the current address
- The NC address will show as a previous address in the address history for the person

Basic Information | Address Information | Linked People | Demographic History | Notes

Address Information

Type	Address	Phone	Action
▶ Home * Primary	1123 One Two Three Drive, Huntsville, AL	(H) (999) 999-5555	

Add Address Type | Edit Address

Address History

Effective Dates	Address	County	Phone	Email	Contact Method	Residence Type	Status	GIS Info
04/30/2021 - 05/01/2021	1123 One Two Three Drive Huntsville, AL		(H) (999) 999-5555					Pending
04/07/2021 - 04/30/2021	999 Main St Murphy, NC 28906	Cherokee County	(H) (999) 999-5555					Invalid Data

Administrative Package

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- Add a note that the person was another state's resident

NC County of Residence for the Event		
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## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)	Cherokee COVID	Local patient identifier
## Select the reason for the assignment/reassignment	Original/Initial Assignment	
^ Authorized Reporter	CCrowley	Phone number (919) 546-1607
## Classification status	Confirmed	
Notes	Per CCTO case-record, case is a resident of Huntsville, AL and was visiting Murphy, NC over the weekend.	

Assignment to State

- Add a new block to assign the event to the State, with the classification status of 'Does not meet criteria'

NC County of Residence for the Event			
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## NC County of Residence for the Event		Cherokee County	
Investigation Trail: Add a new entry for each group to which the event transfers during the investigation			
## Date Assigned-Reassigned		04/22/2021	
## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)		Cherokee COVID	
## Select the reason for the assignment/reassignment		Original/Initial Assignment	
^ Authorized Reporter		CCrowley	
## Classification status		Confirmed	
Notes		Per CCTO case-record, case is a resident of Huntsville, AL and was visiting Murphy, NC over the weekend.	
## Date Assigned-Reassigned		04/23/2021 Add New	
## Group: (You cannot change your group selection unless you clear this entry by erasing the Date Assigned)		State Disease Registrar	
## Select the reason for the assignment/reassignment		Assign to State	
^ Authorized Reporter			
## Classification status		Does not meet criteria	
Notes			

Important Notes

You do NOT need to update any of the fields in the following sections of the Administrative Package:

- CDC Reporting Information
- Interstate Notification

These fields will be updated as applicable by the Movement, Monitoring and Notification team

Wrap-up/Key Points

- Always review and confirm the patient's address is correctly documented with an out of state address
- Review the lab to confirm there is a positive lab on the event
- Assign to the State with the classification status 'Does not meet criteria'

THANK YOU!



For additional questions or assistance, please contact

Help Desk: NCEDSSHelpDesk@dhhs.nc.gov
(919)715-5548 or toll-free (877)625-9259

Training: NCEDSSTrainings@dhhs.nc.gov