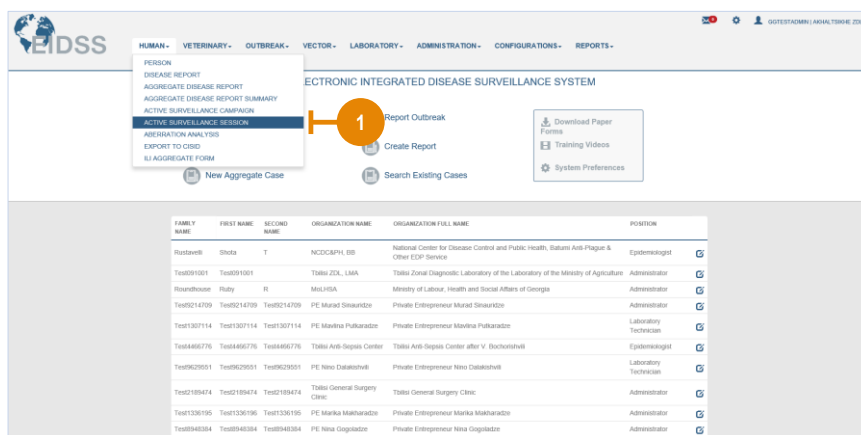


Enter a Standalone Human Active Surveillance Session

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An EIDSS user with the appropriate permissions can create active surveillance sessions in the database. This quick guide presents the steps to enter a standalone human active surveillance session.

1. From the **EIDSS Dashboard**, choose **ACTIVE SURVEILLANCE SESSION** from the **HUMAN** drop-down menu. The **Human Active Surveillance Session** screen appears.



Tip 1: If there is concern that the desired session already exists in the database, perform a search before continuing.

Tip 2: To return to the previous screen without saving entered information, click **Cancel**.

2. Click **Add**. A blank **Human Active Surveillance Session** screen appears.

The screenshot shows the 'Human Active Surveillance Session' form. It has a header 'Human Active Surveillance Session' and a sub-header '* Indicates required information'. Below is a 'Search Criteria' section with several input fields and dropdown menus: 'Session ID', 'Session Status' (Open), 'Region' (Tbilisi), 'Settlement Type' (ALL), 'Date Entered Range' (Date Entered From: 6/1/2019, Date Entered To: 7/24/2019), 'Disease', 'Rayon' (Didube-Chugureti), and 'Settlement'. At the bottom of the form are four buttons: 'Cancel', 'Clear', 'Search', and 'Add'. A red circle with the number '2' points to the 'Add' button. Below the buttons are two blue arrows labeled 'T2' and 'T1' pointing to the 'Cancel' and 'Search' buttons respectively.

Enter a Standalone Human Active Surveillance Session

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- Complete the **Session Information** section. **Note:** Fields marked with a red asterisk are mandatory.

Tip 3: To navigate to the desired date, click a **Calendar** icon and then the **Select Month > Select Year > Select Decade** bars at the top of the calendar.

- Choose a **Sample Type** from the drop-down menu.
- Click **Add**. **Note:** Repeat steps 4 and 5 to add additional sample types.
- Click **Next**. The **Human Active Surveillance Session** screen appears displaying the session.

- Review the information for accuracy.

Tip 4: To revise information, click the **Edit** icon in the appropriate section, make the necessary changes, and return to the **Review**.

- Click **Submit**. A window appears confirming successful entry of the session.

Enter a Standalone Human Active Surveillance Session

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- Click **Return to Active Surveillance Session**. The **Human Active Surveillance Session** screen appears displaying all sections of the session.

Tip 5: The navigation menu allows you to access any section and displays a green checkmark next to each completed section.

Tip 6: To collapse the navigation menu, click the three lines at the top.

- Click **Detailed Information**. The **Detailed Information** section appears.

EIDSS Success Message

You successfully created a new active surveillance monitoring session in the EIDSS System. The EIDSS ID is SSV190157.

9 **Return to Active Surveillance Session** **Return to Dashboard**

Human Active Surveillance Session

Indicates required information

Session Information

Session ID: SSV190131 Session Status: Open

Campaign Information

Campaign ID: SCV190137 Campaign Name: August 2019 Campaign Type: Active Surveillance

Session Start Date: 8/22/2019 Session End Date: 8/30/2019

Disease: Anthrax - Cutaneous

Site: MoLHSA Officer: Segal, Katie N.A. Date Entered: 8/22/2019

Location

Country: Georgia Region: Tbilisi Rayon: Old Tbilisi

Settlement Type: ALL Settlement: Old Tbilisi

Sample Type

Swab - Lesions

Detailed Information

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Detailed Persons and Samples

Navigation Menu:

- Session Information
- Detailed Information
- Tests
- Actions
- Disease Reports
- Review

Disease Reports

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Report ID

No results were found.

Cancel Previous Submit

Enter a Standalone Human Active Surveillance Session

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11. Click **Add**. The **Detailed Persons and Samples** window appears. **Note:** If a test is associated with a sample record some fields will be disabled.

12. Click the **Search** icon. The **Search Person** window appears.

13. Enter as much information as possible about the person for whom you are searching. **Note:** Partial entry is acceptable for the **Person ID, First Name, Middle Name, and Last Name**.

Tip 7: To delete entered information, click **Clear**.

14. Click **Search**. The **Search Results** appear.

T7

Enter a Standalone Human Active Surveillance Session

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Tip 8: To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

Tip 9: To view additional information, click the **Show/Hide** icon next to the desired record.

15. Click the **Person ID** corresponding to the desired person. The **Person ID** auto-populates in the **Detailed Persons and Samples** window.

16. Complete the **Detailed Persons and Samples** window.

17. Click **Save**.

18. Click **Next**. The **Detailed Information: Tests** section appears.

Search Person

Search Criteria

Search Results

Person ID	Last Name	First Name	Personal ID	Personal ID Type	Date of Birth	Gender	Rayon
PER19000000038	Billy				06/27/2000	Male	Akhmeta
PER19000000041	Daniel	Elvin			06/05/2012	Male	Akhmeta
PER19000000043	Franklin	George			01/25/2016	Male	Akhmeta
PER19000000045	Hamilton	Isiah			07/28/2016	Male	Akhmeta

Number of records: 4 Page: 1

Detailed Persons and Samples

Sample Type
Blood

Field Sample ID
01

Person ID
PER19000000038

Person Address

Collection Date
7/17/2019

Comments

Sent To Organization
NCDC

Save **Cancel**

Human Active Surveillance Session

Detailed Information

Session ID: SSV190157 Session Status: Open Disease: Anthrax - Cutaneous

Detailed Persons and Samples

Person ID	Person Address	Field Sample ID	Sample Type	Collection Date	Sent To Organization
PER19000000192		(Field Sample 1)	Swab - Cutaneous	12/11/2019	

Cancel **Previous** **Next**

Session Information
☒ Session Information
☒ Detailed Information
☒ Tests
☒ Actions
☒ Disease Reports
☒ Review

Enter a Standalone Human Active Surveillance Session

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19. Click **Add**. The **Detailed Information: Tests** window appears.

Human Active Surveillance Session

Indicates required information

Detailed Information: Tests

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Lab Sample ID	Person ID	Sample Type	Field Sample ID	Test Name	Result Date	Test Category	Test Status	Test Result
No results were found.								

Cancel Previous Next

Session Information
Detailed Information
Tests
Actions
Disease Reports
Review

20. Complete the **Detailed Information: Tests** window.

21. Click **Save**.

Detailed Information: Tests

* Field Sample ID Lab Sample ID Sample Type

Person ID

☒ Filter by Disease Test Name: B anthracis DFA Polyaccharide Test Disease: Anthrax - Cutaneous

☒ Filter by Test Name Test Status: Final Test Category: Presumptive

Result Date: 8/22/2019 Test Result

Save Cancel

22. Click **Next**. The **Actions** section appears.

Human Active Surveillance Session

Indicates required information

Detailed Information: Tests

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Lab Sample ID	Person ID	Sample Type	Field Sample ID	Test Name	Result Date	Test Category	Test Status	Test Result
PER1900000025	Swab - Lesions	01	B anthracis DFA Polyaccharide	8/22/2019	Presumptive	Final		

Cancel Previous Next

Session Information
Detailed Information
Tests
Actions
Disease Reports
Review

Enter a Standalone Human Active Surveillance Session

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23. Choose **Yes** from the drop-down menu.

24. Click **Add**. The **Actions** window appears.

Human Active Surveillance Session

Indicates required information

Actions

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Action entries for this Session? Yes

Action Required	Date	Entered By	Comment	Status
No results were found.				

Cancel Previous Next

Session Information Detailed Information Tests Actions Disease Reports Review

25. Complete the **Actions** window.

26. Click **Save**.

Actions

Action Required: Isolation

Date of Action: 8/22/2019 Entered By: Segal, Katie N.A.

Comment:

Status: Open

Save Cancel

27. Click **Next**. The **Disease Reports** section appears.

Human Active Surveillance Session

Indicates required information

Actions

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Action entries for this Session? Yes

Action Required	Date	Entered By	Comment	Status
Isolation	8/22/2019	Segal, Katie N.A.		Open

Cancel Previous Next

Session Information Detailed Information Tests Actions Disease Reports Review

28. Click **Next**. The **Human Active Surveillance Session** screen appears displaying all sections of the session.

Human Active Surveillance Session

Indicates required information

Disease Reports

Session ID: SSV190131 Session Status: Open Disease: Anthrax - Cutaneous

Report ID	Case Classification	Disease	Report Status
HUM190124		Anthrax - Cutaneous	

Cancel Previous Next

Session Information Detailed Information Tests Actions Disease Reports Review

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Enter a Standalone Human Active Surveillance Session

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29. Review the information for accuracy.
30. Click **Submit**. A window appears confirming successful entry of the session.

Human Active Surveillance Session

Indicates required information

Session Information

Session ID

SSV190131

Session Status

Open

Campaign Information

Campaign ID

SCV190137

Campaign Name

August 2019

Campaign Type

Active Surveillance

Session Start Date

8/22/2019

Session End Date

8/30/2019

Disease

Anthrax - Cutaneous

Site

MoLHSA

Officer

Segal, Katie N.A

Date Entered

8/22/2019

Location

Country

Georgia

Region

Tbilisi

Rayon

Old Tbilisi

Settlement Type

ALL

Settlement

Old Tbilisi

Sample Type

Swab - Lesions

Detailed Information

Session ID

SSV190131

Session Status

Open

Disease

Anthrax - Cutaneous

Session ID

SSV190131

Session Status

Open

Disease

Anthrax - Cutaneous

Report ID

No results were found.

Cancel

Previous

Submit

29

Session Information

Detailed Information

Tests

Actions

Disease Reports

Review

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