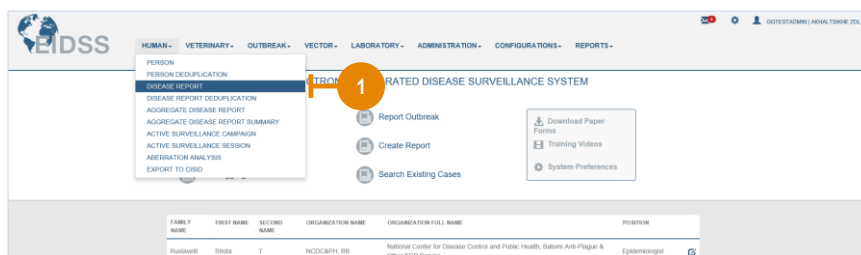


# Reopen a Human Disease Report

Pg. 1 of 3

An EIDSS user with the appropriate permissions can change the status of reports in the database. This quick guide presents the steps to reopen a human disease report.

1. From the **EIDSS Dashboard**, choose **DISEASE REPORT** from the **HUMAN** drop-down menu. The **Human Disease Report** screen appears.



2. Enter as much information as possible about the disease report you wish to reopen. **Note:** Partial entry is acceptable for the **Report ID** and **Legacy ID**.

**Tip 1:** 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.

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

**Tip 3:** To delete entered information, click **Clear**.

**Tip 4:** To further filter a search, click the **Show/Hide** icon next to **Advanced Search**, enter as much information as possible, and click **Search**.

3. Click **Search**. The **Search Results** appear.

## Reopen a Human Disease Report

Pg. 2 of 3

**Tip 5:** To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

**Tip 6:** To view additional information, click the **Show/Hide** icon next to the desired report.

- Click the **Edit** icon corresponding to the desired report. The **Human Disease Report** screen appears displaying the **Disease Notification** section.

Human Disease Report

Search Criteria

Advance Search

Search Results

Please select a disease report below to view and edit a record.

Report ID	Legacy ID	Persons Name	Date Entered	Disease	Report Status	Location	Classification
HUM190115		Smith, John	7/22/2019	Acute viral hepatitis A	Closed	Kakheti, Telavi (rayon)	Confirmed Case
HUM190124		GrummD, NorthD	7/24/2019	Infection following a surgical procedure	Closed	Tbilisi, Didube-Chugureti	Confirmed Case
HUM190125		GrummE, NorthE	7/24/2019	Infection following a surgical procedure	Closed	Tbilisi, Didube-Chugureti	Confirmed Case
HUM190127		GrummG, NorthG	7/24/2019	Infection following a surgical procedure	Closed	Tbilisi, Didube-Chugureti	Confirmed Case
HUM190130		GrummJ, NorthJ	7/24/2019	Infection following a surgical procedure	Closed	Tbilisi, Didube-Chugureti	Suspect
HUM190132		Talbot, Edward	7/26/2019	Brucellosis - Unspecified	Closed	Kakheti, Kvareli	Probable
HUM190137		Russo, Luko	8/26/2019	Rubella	Closed	Imereti, Chiatura	Confirmed Case
		Ferari, Luka	8/28/2019	ILI	Closed	Imereti, Khoni	Confirmed Case
HUM190139		Cancio, Luko	8/28/2019	Rubella	Closed	Imereti, Baghdati	Confirmed Case
HUM190140		Blanchi, Luka	8/28/2019	Rubella	Closed	Imereti, Tkibuli	Confirmed Case

1 2 3 4 5 6 7 8

Clear

Cancel

Search

Print

- Choose **In process** from the **Report Status** drop-down menu.
- Click **Review**. The **Human Disease Report** screen appears displaying all sections of the report.

Human Disease Report

Report ID

HUM190115

Disease

Acute viral hepatitis A

Report Status

In process

Persons

00169

Disease Report Summary

Disease Notification

Indicates required information

Disease

Acute viral hepatitis A

Date of Disease

6/3/2019

Date of Notification

6/5/2019

Status of Patient at Time of Notification

Alive

Notification Sent by Facility

NCDC

Notification Sent By Name

Braille Kate N.A

Notification Received by Facility

Telavi Central Hospital

Notification Received By Name

Peters Russell N.A

Current Location of Patient

Hospital

Hospital Name

Person Information

Disease Notification

Symptoms

Facility Details

Antibiotic/Vaccine History

Samples

Tests

Case Investigation

Risk Factors

Contact List

Final Outcome

Review

Cancel

Previous

Next

Delete

## Reopen a Human Disease Report

Pg. 3 of 3

- Click **Submit**. A window appears confirming successful modification of the report

Human Disease Report

Report ID

HUM190115

Disease

Acute viral hepatitis A

Report Status

In process

Person ID

PER1900000169

Disease Report Summary

Person Information

Person ID

PER1900000169

Personal ID Type

Personal ID

Last Name

Smith

Middle Name

First Name

John

Date of Birth

Age

Days

Gender

Male

Citizenship

Passport Number

Current Address

Region

Kakheti

Rayon

Telavi (rayon)

Settlement Type

ALL

Settlement

Street

House

Building

Apt

Postal Code

Latitude (#.####)

Longitude (#.####)

Is there another address where this person can reside?

☐ Yes
☒ No

Phone Type

Home

Person Information

Disease Notification

Symptoms

Facility Details

Antibiotic/Vaccine History

Samples

Tests

Case Investigation

Risk Factors

Contact List

Final Outcome

Review

Case Investigation: Contact List

Contact Person	Relation	Date of Last Contact	Location of Last Contact	Comments
No data available.				

Final Outcome

Final Case Classification

Not a Case

Date of Final Case Classification

10/21/2019

Outcome

Comments

Epidemiologist Name

K k

Basis of Diagnosis

☐ Clinical
☐ Epidemiological Links
☐ Laboratory Tests

Cancel

Submit

7