

Configure the Human Aggregate Report Matrix

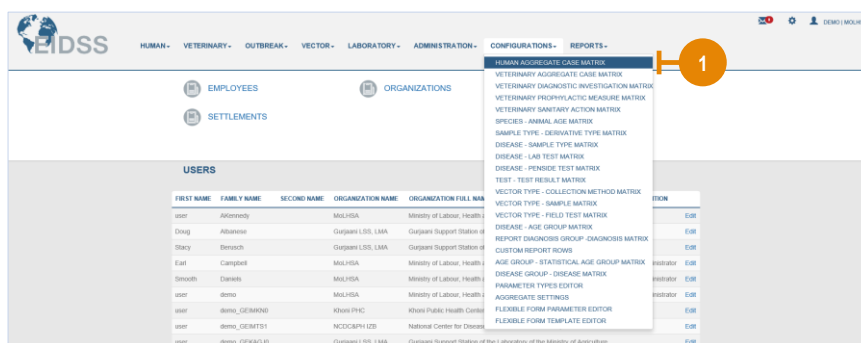
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An EIDSS user with the appropriate permissions can define the human diseases being reported as aggregated in the database. This quick guide presents the steps to complete the following tasks:

- Create a New Human Aggregate Report Matrix Version
- Edit an Existing Human Aggregate Report Matrix Version

Create a New Matrix Version

1. From the **EIDSS Dashboard**, choose **HUMAN AGGREGATE CASE MATRIX** from the **CONFIGURATIONS** drop-down menu. The **Human Aggregate Case Matrix** screen appears.



2. If creating a new matrix from a previous version, choose the desired version from the **Select Version** drop-down menu. **Note:** You can choose either an active or inactive version; only one version can be active at a time. **Note:** If no previous matrix versions exist, proceed to step 6.

3. Click **New Matrix Version**. A confirmation dialog box appears.

5. Click **OK**. The screen refreshes displaying a copy of the desired version.

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6. Enter the **Version Name**.

7. Enter an **Activation Date**.

Tip 1: To navigate to the desired date, click the **Calendar** icon and then the **Select Month > Select Year > Select Decade** bars at the top of the calendar.

8. Click **Add**. A new row appears.

9. Choose a **Diagnosis** from the drop-down menu. The **ICD-10** code auto-populates. **Note:** Repeat steps 8 and 9 to add additional rows.

Tip 2: To add a new **Diagnosis** to the drop-down menu, click the **Add** icon, complete the window that appears, and click **Save**.

Tip 3: To change the display order of rows in the grid, highlight the desired row and drag it to the appropriate location.

Tip 4: To delete entered information, click **Cancel**.

10. Click **Save**. A confirmation dialog box appears.

11. Click **Yes**. A pop-up appears confirming successful saving of the record.

The screenshot shows the 'Matrix Version' configuration interface. At the top, there are fields for 'Version Name' (containing 'SignatureMoves_02'), 'Activation Date' (containing '6/4/2019'), and a 'Select Version' dropdown (containing 'SignatureMoves Copy'). Below these are buttons for 'Activate Matrix Version', 'New Matrix Version', and 'Delete Matrix Version'. A blue arrow labeled 'T1' points to the 'Activation Date' field. Below this is the 'Human Aggregate Case Matrix' section, which displays a table with columns 'Order', 'DiagNosis', and 'IDC10'. The table currently has three rows: 1 (Acute Respiratory Infection), 2 (Anthrax - Pulmonary), and 3 (Brucellosis - Suis). A blue arrow labeled '8' points to the 'Add' button at the bottom of the table. The table also shows 'Showing 1 to 3 of 3 entries' and navigation buttons 'Previous', '1', and 'Next'.

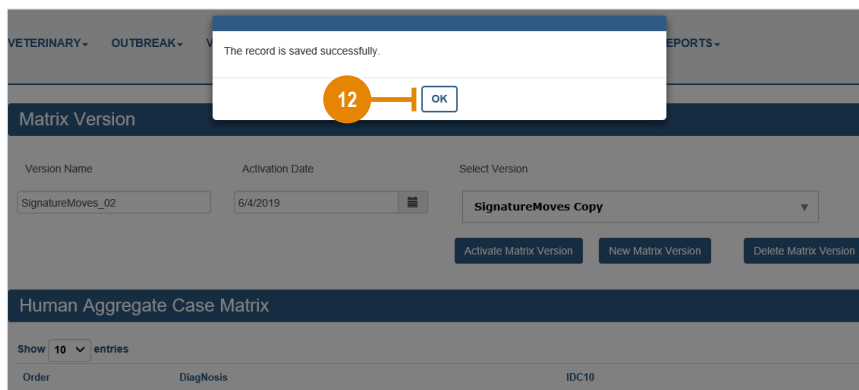
This screenshot shows the 'Matrix Version' configuration interface after adding a fourth row. The table now has four rows: 1 (Acute Respiratory Infection), 2 (Anthrax - Pulmonary), 3 (Brucellosis - Suis), and 4 (Amebiasis). A blue arrow labeled '9' points to the 'DiagNosis' dropdown menu of the fourth row. A blue arrow labeled 'T2' points to the 'Add' icon next to the dropdown. Below the table, it says 'Showing 1 to 4 of 4 entries' and '1 row selected'. A blue arrow labeled '10' points to the 'Save' button at the bottom. Navigation buttons 'Previous', '1', and 'Next' are also visible. A blue arrow labeled 'T4' points to the 'Cancel' button.

The screenshot shows a 'Confirmation' dialog box overlaid on the Matrix Version configuration screen. The dialog box asks 'Do you want to save changes?' and has 'Yes' and 'No' buttons. A blue arrow labeled '11' points to the 'Yes' button. The background shows the 'Matrix Version' configuration screen with the 'Human Aggregate Case Matrix' table.

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12. Click **OK**.



The record is saved successfully.

Matrix Version

Version Name: SignatureMoves_02 Activation Date: 6/4/2019 Select Version: SignatureMoves Copy

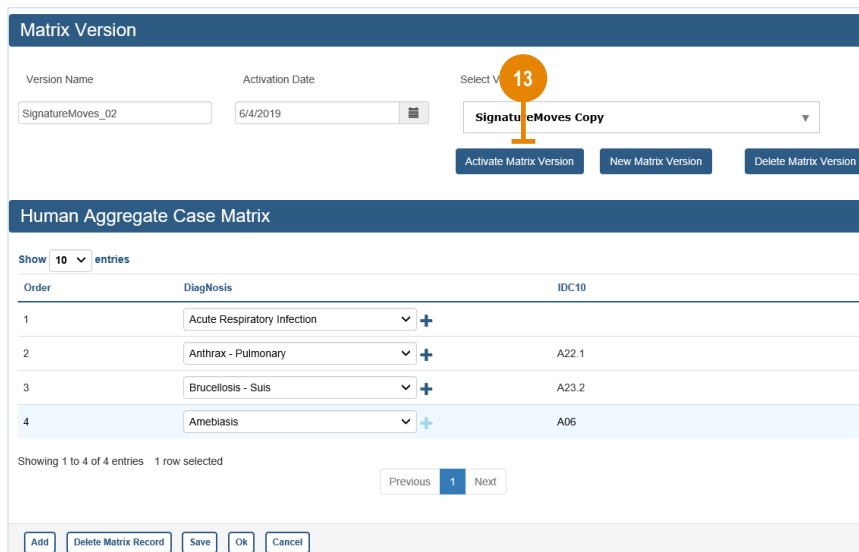
Buttons: Activate Matrix Version, New Matrix Version, Delete Matrix Version

Human Aggregate Case Matrix

Show 10 entries

| Order | DiagNosis | IDC10 |
|-------|-----------|-------|
|-------|-----------|-------|

13. Click **Activate Matrix Version**. A pop-up appears confirming successful configuration of the matrix.



Matrix Version

Version Name: SignatureMoves_02 Activation Date: 6/4/2019 Select Version: SignatureMoves Copy

Buttons: Activate Matrix Version, New Matrix Version, Delete Matrix Version

Human Aggregate Case Matrix

Show 10 entries

| Order | DiagNosis | IDC10 |
|-------|-----------------------------|-------|
| 1 | Acute Respiratory Infection | |
| 2 | Anthrax - Pulmonary | A22.1 |
| 3 | Brucellosis - Suis | A23.2 |
| 4 | Amebiasis | A06 |

Showing 1 to 4 of 4 entries 1 row selected

Buttons: Add, Delete Matrix Record, Save, OK, Cancel

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Edit an Existing Matrix Version

- Choose the version you wish to edit from the **Select Version** drop-down menu. The version appears in the grid.
Note: In the **Select Version** drop-down menu, the activated version has a red checkmark, inactive versions have green checkmarks, and never-activated versions have no checkmarks.

Tip 1: To activate a never-activated version, choose it from the **Select Version** drop-down menu and click **Activate Matrix Version**.

Tip 2: To delete an inactive or never-activated version, choose it from the **Select Version** drop-down menu, click **Delete Matrix Version**, and click **Yes** in the dialog box that appears.

- Revise the **Version Name** and **Activation Date** as needed. **Note:** The grid is editable only for never-activated versions.

Tip 3: To add a row to a never-activated version, click **Add**, complete the fields that appear, and click **Save**.

Tip 4: To delete a row from a never-activated version, highlight it in the grid, click **Delete Matrix Record**, and click **Yes** in the dialog box that appears.

- Click **Save**. A confirmation dialog box appears.
- Click **Yes**. A pop-up appears confirming successful configuration of the matrix.

Matrix Version

Version Name: Human Agg Test 2 Copy Copy | Activation Date: 06/04/2019 | Select Version: Human Agg Test 2 Copy Copy (Active)

Buttons: Activate Matrix Version, New Matrix Version, Delete Matrix Version

Human Aggregate Case Matrix

Show: 10 entries

| Order | DiagNosis | IDC10 |
|----------------------------|-----------|-------|
| No data available in table | | |

Showing 0 to 0 of 0 entries

Buttons: Add, Delete Matrix Record, Save, OK, Cancel

Matrix Version

Version Name: Human Agg Test B | Activation Date: 6/3/2019 | Select Version: Human Agg Test 2 Copy Copy (Active)

Buttons: Activate Matrix Version, New Matrix Version, Delete Matrix Version

Human Aggregate Case Matrix

Show: 10 entries

| Order | DiagNosis | IDC10 |
|----------------------------|-----------|-------|
| No data available in table | | |

Showing 0 to 0 of 0 entries

Buttons: Add, Delete Matrix Record, Save, OK, Cancel

Confirmation

Do you want to save changes?

Buttons: Yes, No