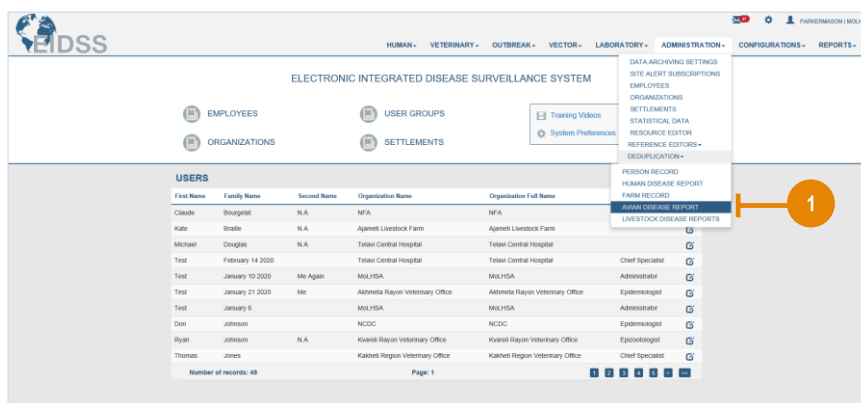


# Deduplicate an Avian Disease Report

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An EIDSS user with the appropriate permissions can compare and merge duplicate reports in the database. This quick guide presents the steps to deduplicate an avian disease report.

- From the **EIDSS Dashboard**, click **DEDUPLICATION** in the **ADMINISTRATION** drop-down menu and then click **AVIAN DISEASE REPORT DEDUPLICATION**. The **Avian Disease Report Deduplication** screen appears.



- Enter as much information as possible about the disease report for which you are searching. **Note:** Fields marked with a red asterisk are mandatory. **Note:** Partial entry is acceptable for the **Report 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**.

The screenshot shows the 'Avian Disease Report Deduplication' screen. The 'Search Criteria' section is highlighted with a red box. The form includes fields for Report ID, Person ID, Species Type, Report Status, Region, Settlement Type, Date Entered From, Date Entered To, and Case Classification. A red circle with the number '2' points to the 'Person ID' field. A red circle with the number '3' points to the 'Search' button. A red circle with the number '1' points to the 'Cancel' button. A red circle with the number '2' points to the 'Clear' button. A red circle with the number '3' points to the 'Search' button.

- Click **Search**. The search results appear.

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**Tip 4:** To revise the **Search Criteria**, click the **Show/Hide** icon, make the necessary changes, and click **Search**.

- Review the search results to identify duplicate reports.
- Check the boxes of two duplicate avian disease reports. **Note:** Only two reports can be compared at any one time.

Avian Disease Report Deduplication									
Avian Disease Report List									
Search Criteria									
Report ID	Person ID	Species	Date Entered	Disease	Farm Name	Farm Address	Case Classification	Report Status	Report Type
VET200164	PER19000000049	Duck	2/16/2020	Avian chlamydiosis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Suspect	In process	Active
VET200102	PER19000000049	Goose	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200113	PER19000000049	Exotic bird	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Suspect	In process	Passive
VET200116	PER19000000049	Fish	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200118	PER19000000049	Duck	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200122	PER19000000049	Fish	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200094	PER19000000049	Duck	2/15/2020	Avian infectious laryngotracheitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Confirmed	In process	Active
VET200097	PER19000000049	Fish	2/15/2020	Avian infectious laryngotracheitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200114	PER19000000049	Exotic bird	2/15/2020	Avian infectious laryngotracheitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Suspect	In process	Active
VET200126	PER19000000049	Exotic bird	2/15/2020	Avian infectious laryngotracheitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
84 records found of 111 total records. Page: 2									

**Tip 5:** To remove a report from the **Avian Disease Report Deduplication List**, click the **Delete** icon corresponding to the desired report.

- Click **Deduplicate**. The **Avian Disease Report Deduplication** screen appears displaying the reports side-by-side with non-matching fields appearing in red.

Avian Disease Report Deduplication									
Avian Disease Report List									
Report ID	Person ID	Species	Date Entered	Disease	Farm Name	Farm Address	Case Classification	Report Status	Report Type
VET200116	PER19000000049	Fish	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200122	PER19000000049	Fish	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
<div>Deduplicate</div>									
Search Criteria									
Report ID	Person ID	Species	Date Entered	Disease	Farm Name	Farm Address	Case Classification	Report Status	Report Type
VET200164	PER19000000049	Duck	2/16/2020	Avian chlamydiosis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Suspect	In process	Active
VET200102	PER19000000049	Goose	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active
VET200113	PER19000000049	Exotic bird	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Suspect	In process	Passive
VET200116	PER19000000049	Fish	2/15/2020	Avian infectious bronchitis	Turkeys R US	Old Tbilisi, Tbilisi, Georgia	Probable	In process	Active

## Deduplicate an Avian Disease Report

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7. Confirm that the reports are duplicates.  
**Note:** If all fields are red (non-matching) the reports cannot be deduplicated.  
**Note:** If all fields are black (matching), proceed to step 11.

8. Select the **Survivor** radio button for the report you wish to remain in the database. The **Superceded** radio button auto-populates for the other report. **Note:** After the reports are merged, the superceded report will be archived in a locked state and removed from the database after three years (unless otherwise specified).

9. Check the box of the value you wish to retain for the report for each non-matching field in the **Notification** section.

**Tip 6:** The navigation tabs allow you to access any section; a green checkmark appears next to each completed section.

10. Click **Next**. The **Farm/Flock/Species** section appears. **Note:** Repeat steps 9 and 10 for each section of the report, ensuring a value is chosen for each non-matching field.
11. Click **Merge**. The system ensures all non-matching fields have a value chosen to survive and merges those choices onto the survivor report.

## Deduplicate an Avian Disease Report

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12. Review the survivor report for accuracy.

**Tip 7:** To revise the survivor report, click the **Edit** icon in the appropriate section, make the necessary changes and click **Merge**.

13. Click **Submit**. A confirmation dialog box appears.

Avian Disease Report Deduplication

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Notification

☒ Organization
 ☒ Reported By
 ☒ Initial Report Date
 ☒ Investigation Organization

☒ Investigator Name
 ☒ Assigned Date
 ☒ Investigation Date
 ☒ Site MolHSA

☒ Officer Delete Test New N.A.
 ☒ Date 2/15/2020 12:02:50 PM

T7

Farm/Flock/Species

Species	Total	Sick	Dead	Start of Signs	Average Age (Weeks)
Farm FRM190056	0	0	0		
Flock AGP200261	0	0	0		
Fish	0	0	0		

☒ Tests Conducted? Yes

Lab Tests

Field Sample ID	Sample Type	Species	Test Name	Results/Observations
No results were found.				

Results Summary and Interpretation

Species	Disease	Test Name	Test Category	Test Result	Lab Sample ID	Sample Type	Field Sample ID	Rule Out/Rule In	Rule Out/Rule In Comment	Date Interpreted	Interpreted By	Validated Comment	Date Validated	Validated By
No results were found.														

Case Log

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

Cancel

Submit

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14. Click **Yes**. A window appears confirming successful saving of the survivor report.

EIDSS Warning Message

Do you want to merge record?

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Yes

No