

PHIMS COVID-19 CASE INVESTIGATION STEPS – CHEAT SHEET

- ☒ Check subject summary for any concurrent open investigations and close as appropriate. Eg. Close the contact investigation and change disposition to contact turned case.
- ☒ Update demographics (address, ph#, language)
- ☒ Set investigation in context > Investigation Quick Entry (IQE)
- ☒ Enter Race/Ethnicity
- ☒ Update client address at time of investigation (if needed)
- ☒ Enter sensitive occupation
- ☒ Select staging
- ☒ Enter Symptoms
- ☒ Enter Risk Factors
- ☒ Enter Exposures (Acquisition and Transmission exposures)
 - * Add contacts either via client identifiers or contact investigation ID
- ☒ Enter Interventions
 - * Covid Alert App
 - * Isolation: Home isolation (must click out to full features to end date)
 - * Status Assessment: Home isolation

To close case: [note this may be done at the Call Centres]

At end of isolation period:

- ☒ Ensure end date of isolation period is past. Update outcome of isolation intervention to “completed”.
- ☒ Add status assessment of “recovered” or “fatal” and add start date.
- ☒ Close investigation.

PHIMS COVID-19 CONTACT INVESTIGATION STEPS – CHEAT SHEET

- ☒ Check subject summary for any concurrent open investigations and close as appropriate. Eg. Close the older contact investigation and change disposition to “concurrent contact investigation”.
- ☒ Update demographics (address, Ph #)
- ☒ Set investigation in context > Investigation Quick Entry (IQE)
- ☒ Update client address at time of investigation (if needed)
- ☒ Enter sensitive occupation
- ☒ Enter Symptoms/Asymptomatic
- ☒ Review Exposures
- ☒ Determine incubation based on last exposure
- ☒ Enter Interventions
 - * COVIDAlert App
 - * Isolation: Home isolation (must click out to full features to end date)
- ☒ Enter notes

Ensure Investigation Disposition has been updated as appropriate

To close contact:

At end of isolation period: [may be done at Call Centre]

- ☒ Ensure end date of isolation period is past. Update outcome of isolation intervention to “completed”.
- ☒ Close investigation.