

## COVID-19 Case Investigation Workflow

### Covid-19 case

#### 1. Identify new labs assigned to you and start investigation (PHN/CD Coordinator)

- PH Nurse and CD Coordinator log in. Search for investigation:
  - Generate Investigation Search Report – **QRC 5.8**
  - Generate Unknown Contact Report – **QRC 5.9** or Clinical Reports Guide Appendix

#### 2. PHN begins investigation (COVID-19 Case form (MHSU-6683) – breadcrumbs on form

Surveillance Forms <https://www.gov.mb.ca/health/publichealth/surveillance/forms.html>

Provincial Interim Guidance [interim\\_guidance.pdf](interim_guidance.pdf) ([manitoba.ca](http://manitoba.ca))

Review investigation	
PHN	<p><b>QRC 7.01a</b> <b>Subject Summary</b> – <i>LHN &gt; Subject summary &gt; Outbreak Encounter Group &gt; Inv ID</i></p> <p>&gt; hyperlink to Investigation Summary – review</p>
Case Identification → Client Details	
PHN	<p><b>QRC 7.19a</b> <b>Client Details:</b> <i>LHN &gt; Subject &gt; Client Details &gt; Client Demographics</i></p> <ul style="list-style-type: none"> <li>• Review and update address, phone number</li> <li>• Add Ethnicity</li> <li>• <i>Indigenous Information</i> &gt; Add (if needed)</li> </ul>
Investigation Information	
PHN	<p><b>QRC 7.19k</b> <b>Classification:</b> <i>LHN &gt; Investigation &gt; Investigation Details &gt; Disease Summary &gt; Update</i></p> <ul style="list-style-type: none"> <li>• Classification = Case – Lab Confirmed – (Note: in some instances, may need to change classification to Case – Not a case)</li> <li>• <b>Staging – will have to come back to complete at the end once interview is complete</b></li> </ul>
PHN	<p><b>QRC 7.19j</b> <b>Disposition:</b> <i>LHN &gt; Investigation &gt; Investigation Details &gt; Investigation Information &gt; Disposition</i></p> <ul style="list-style-type: none"> <li>• Disposition – Will be set to “follow up performed by region” by CD unit.</li> <li>• Address at time of Initial Investigation,</li> </ul>

		<ul style="list-style-type: none"> <li>• <b>Sensitive environment/occupation</b></li> </ul>
PHN	<b>QRC 7.19o</b>	<p><b>Resp Org/Investigator:</b> <i>LHN &gt; Investigation &gt; Resp Org/Investigator &gt; Update</i></p> <p>Assigning primary investigator– <u>Note</u>: check your CA process for who assigns the Primary Investigator upon receipt of the new lab.</p>
PHN	<b>QRC 7.19g</b>	<p><b>Signs and symptoms:</b> <i>LHN &gt; Investigation &gt; Signs &amp; Symptoms &gt; presets or select</i></p> <ul style="list-style-type: none"> <li>• Asymptomatic/Symptomatic + date (test date for asymptomatic clients)</li> <li>• Yes for all symptoms experienced and dates if available</li> </ul>
PHN	<b>QRC 7.19h</b>	<p><b>Risk Factors:</b> <i>LHN &gt; Subject &gt; Risk Factors &gt; presets? &gt; Add</i></p> <ul style="list-style-type: none"> <li>• Contact to a new or previously diagnosed case</li> <li>• Exposure setting (other province)</li> <li>• Exposure setting (outside Canada)</li> <li>• Other risk factor – ex: smoking</li> <li>• <b>Outbreak associated – must follow QRC 7.19x to ensure outbreak is documented appropriately</b></li> <li>• Pregnant</li> <li>• Underlying Illness</li> </ul>
PHN		<p><b>View Client Imms Profile:</b> <i>LHN &gt; View Client Imms Profile</i></p> <p>Review Imms history for COVID-19 vaccines</p>
PHN	<b>QRC 7.19m</b>	<p><b>Immunization History Interpretation</b> <i>LHN &gt; Subject &gt; Consent Directives&gt; Imms History Interpretation</i></p> <ul style="list-style-type: none"> <li>• Create COVID-19 Immunization History Interpretation</li> </ul>
PHN	<b>QRC 7.19i</b>	<p><b>Interventions:</b> <i>LHN &gt; Investigation &gt; Treatment &amp; Interventions &gt; Intervention Summary &gt; presets? &gt; Create Intervention</i></p> <ul style="list-style-type: none"> <li>• Isolation (home isolation)</li> <li>• Status Assessment</li> <li>• App</li> </ul>
PHN	<b>QRC 7.19v</b>	<p><b>Acquisitions (Exposures):</b> <i>LHN &gt; Investigation &gt; Exposure Summary &gt; Create Acquisition Event</i></p> <ul style="list-style-type: none"> <li>• Create acquisitions as appropriate</li> <li>• Document address of exposure using appropriate fields</li> <li>• Document most likely source</li> </ul>
PHN	<b>QRC 7.19t</b>	<p><b>Transmission Events (Exposures):</b> <i>LHN &gt; Investigation &gt; Exposure Summary &gt; Exposure Quick Entry</i></p>

		<p><b>Known Contact</b></p> <p><b>Unknown Contact</b></p> <ul style="list-style-type: none"> <li>• <b>QRC 7.19s Convert Unknown Contact to Known Contact</b></li> </ul>
PHN	<b>QRC 7.19n</b>	<p><b>Outcomes:</b> <i>LHN &gt; Investigation &gt; Outcomes</i></p> <ul style="list-style-type: none"> <li>• Add outcome (<b>***only for fatalities***</b>)</li> <li>• For recovered cases, an Intervention &gt; Status Assessment &gt; Recovered is required</li> </ul>
PHN	<b>QRC 7.19w</b>	<p><b>Notes</b></p> <ul style="list-style-type: none"> <li>• Add any additional info – ensure Investigation is in context</li> </ul>
PHN	<b>QRC 7.19p</b>	<p><b>Close Investigation*:</b> <i>LHN &gt; Investigation &gt; Investigation Details &gt; Close Investigation</i></p> <ul style="list-style-type: none"> <li>• Updating outcomes/status assessment <b>**must be completed before closure**</b></li> <li>• Updating disposition to follow-up complete</li> <li>• Close investigation</li> </ul>
<b>Re-directing Contacts</b>		
PHN	<b>QRC 7.19o</b> <b>QRC 7.19r</b>	<p><b>Resp Org/Investigator</b> <i>LHN &gt; Investigation &gt; Resp Org/Investigator &gt; Update</i></p> <ul style="list-style-type: none"> <li>• Redirecting within region (Cases or contacts)</li> <li>• Redirecting out of region</li> <li>• Redirecting out of province</li> </ul>
<b>Case Investigation Quick Entry (IQE)</b>		
PHN	<b>QRC 7.19d</b>	
<b>Contact Investigation Quick Entry</b>		
PHN	<b>QRC 7.19c</b>	