

## PHIMS General CD Workflow

Updated January 31, 2023

### Campylobacter case

#### 1. Identify new labs/investigations assigned to you and start investigation

- PH Nurse/CD Coordinator log in. Search for investigation:
  - Generate Investigation Search Report – **QRC Investigation Search – Investigator Assigned MB2701C**
  - Generate Unknown Contact Report – **QRC Unknown Contact MB23000** or Clinical Reports Guide Appendix **Unknown Contact Report MB23000-UG**

**PHN begins investigation** (Case forms – breadcrumbs on form) -

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

CD Management Protocols <https://www.gov.mb.ca/health/publichealth/cdc/protocol/index.html>

Role	Review investigation <a href="https://phimsmb.ca">Investigations (phimsmb.ca)</a>	
PHN  (CD Coordinator for selected cases only)		<p><b>Subject Summary</b> – Left-hand navigation bar (LHN) &gt; Subject summary &gt; CD Encounter Group &gt; INV ID</p> <p>➤ hyperlink to Investigation Summary - review</p>
PHN  (CD Coordinator for selected cases only)	<b>QRC Lab Report</b>	<p><b>Lab Summary:</b> LHN &gt; Lab Summary &gt; Select Checkbox &gt; View/Update Lab Report (for additional lab details – generate Lab Summary Report)</p> <ul style="list-style-type: none"> <li>• Lab results</li> <li>• User reviews <b>Ordering Provider</b> and testing facility (SDL) to contact office</li> <li>• During the phone call to provider, User confirms:                             <ul style="list-style-type: none"> <li>○ Address and phone number</li> <li>○ If client has been notified, any treatment given</li> <li>○ Signs and Symptoms and onset of illness</li> </ul> </li> </ul>

Case Identification → Client Details		
PHN  (CD Coordinator for selected cases only)	<b>QRC Investigation Information – Update</b>	<p><b>Client Details</b> : LHN &gt; Subject &gt; Client Details &gt; Client Demographics</p> <ul style="list-style-type: none"> <li>• Review and update address, telephone number</li> <li>• Add Ethnicity (if needed)</li> <li>• Indigenous Information &gt; Add (if needed)</li> </ul>
Investigation Information		
PHN  (CD Coordinator for selected cases only)	<b>QRC Disease Summary</b>	<p><b>Classification:</b> LHN &gt; Investigation &gt; Investigation Details &gt; Disease Summary &gt; Update</p> <ul style="list-style-type: none"> <li>• Classification= comes as “Case – Person under Investigation” from MHSU</li> <li>• Site/Presentation, Staging- if applicable</li> </ul>
PHN  (CD Coordinator for selected cases only)	<b>QRC Investigation Information – Update</b>	<p><b>Disposition:</b> LHN &gt; Investigation &gt; Investigation Details &gt; Investigation Information &gt; Disposition</p> <ul style="list-style-type: none"> <li>• Disposition – Update to “Follow-up in Progress,” update date</li> <li>• Address at time of Initial Investigation</li> <li>• Sensitive environment/occupation</li> </ul>
PHN  (CD Coordinator for selected cases only)	<p><b>QRCs Responsible Organization/Investigator – Case and/or Known Contact</b></p> <p><b>Responsible Organization – Out of Province</b></p> <p><b>Responsible Organization/Inv</b></p>	<p><b>Resp Org/Investigator:</b> LHN &gt; Investigation &gt; Responsible Org/ Investigator &gt; Update</p> <p>Assigning Primary Investigator (+/- CD Coordinator)- *Note: check your regional process for who assigns the Primary Investigator and CD Coordinator upon receipt of the new lab.</p>

	<b>Investigator – Unknown Contact</b>	
PHN  (CD Coordinator for selected cases only)	<b>QRC Signs &amp; Symptoms</b>	<p><b>Signs and symptoms:</b> LHN &gt; Investigation &gt; Signs &amp; Symptoms &gt; presets or select</p> <ul style="list-style-type: none"> <li>Asymptomatic/ Symptomatic &amp; date (test date for asymptomatic clients)</li> <li>Yes for all symptoms experienced and dates if available</li> </ul>
PHN  (CD Coordinator for selected cases only)	<b>QRC Risk Factors</b>	<p><b>Risk Factors:</b> LHN &gt; Subject &gt; Risk Factors &gt; presets? &gt; Add</p> <ul style="list-style-type: none"> <li>Review and complete all preset risk factors (yes/no/unknown /not asked)</li> <li>Add additional risk factors as needed</li> </ul>
PHN  (CD Coordinator for selected cases only)	<b>QRC Medications</b>	<p><b>Medications (Prescriptions):</b> LHN &gt; Investigation &gt; Medications &gt; Medications summary &gt; Maintain Medication Details</p> <ul style="list-style-type: none"> <li>Add all treatments provided</li> </ul>

<p>PHN (CD Coordinator for selected cases only)</p>	<p><b>QRC Incubation &amp; Communicability – Add</b></p>	<p><b>Incubation &amp; Communicability:</b> LHN &gt; Investigation &gt; Incubation &amp; Communicability</p> <ul style="list-style-type: none"> <li>• Complete in accordance with Provincial disease protocol</li> </ul>
<p>PHN (CD Coordinator for selected cases only)</p>	<p><b>QRC Interventions</b></p>	<p><b>Interventions:</b> LHN &gt; Investigation &gt; Interventions &gt; Intervention Summary &gt; Create Intervention</p> <ul style="list-style-type: none"> <li>• Education/Counseling</li> <li>• Exclusion from work/school/daycare</li> <li>• Contact Tracing – interview for contacts</li> <li>• Direct client contact – home/office/telephone visit</li> <li>• Immunization – immunization recommended</li> <li>• Communication – Other letter to school/work</li> <li>• Referral/Notification</li> </ul>
<p>PHN (CD Coordinator for selected cases only)</p>	<p><b>QRC Acquisition Event</b></p>	<p><b>Acquisitions (Exposures):</b> LHN &gt; Investigation &gt; Exposure Summary &gt; Create Acquisition Event</p> <ul style="list-style-type: none"> <li>• Create acquisitions as appropriate based on disease protocol</li> </ul>
<p>PHN (CD Coordinator for selected cases only)</p>	<p><b>QRC Transmission Event Known Contact – Create Transmission Event</b>  <b>Transmission Event Known Contact –</b></p>	<p>Any household members with similar illness/symptoms? *Note – if a contact meets the clinical criteria for probable case, the contact should be entered.</p> <p><b>Transmission Events (Exposures):</b> LHN &gt; Investigation &gt; Exposure Summary &gt; Exposure Quick Entry</p> <ul style="list-style-type: none"> <li>• Known/Unknown Contacts</li> </ul>

	<p><b>Exposure Quick Entry</b></p> <p><b>Transmission Event Anonymous Contact</b></p> <p><b>Transmission Event Unknown Contact</b></p>	
PHN (CD Coordinator for selected cases only)	<b>QRC Immunization History Interpretation – Create</b>	<p><b>View Client Imms Profile/Imms History Interpretation:</b></p> <p>LHN &gt; Subject &gt; Imms History Interpretation &gt; Create Interpretation</p> <ul style="list-style-type: none"> <li>• Complete for vaccine preventable diseases</li> </ul>
PHN (CD Coordinator for selected cases only)	<b>QRC Outcomes – Add Information</b>	<p><b>Outcomes:</b> LHN &gt; Investigation &gt; Outcomes</p> <ul style="list-style-type: none"> <li>• Add Outcomes as needed (i.e. ER visit, hospitalization, ICU admission, recovery)</li> </ul>
PHN (CD Coordinator for selected cases only)	<b>QRC Clinical Notes</b>	<p><b>Notes</b></p> <p>Add any additional information – ensure Investigation is in context</p>
PHN (CD Coordinator for selected cases only)	<b>QRC Close an Investigation</b>	<p><b>Close Investigation*</b> : LHN &gt; Investigation &gt; Investigation Details &gt; Close Investigation</p> <p>*WRHA PHNs to close Investigations per selves.</p> <ul style="list-style-type: none"> <li>• Updating Outcomes - ?recovered, ?unknown</li> <li>• Updating Disposition to follow-up complete or</li> </ul>

		<p>what is most appropriate</p> <ul style="list-style-type: none"> <li>• Close Investigation</li> </ul>
	<p><b>QRC Responsible Organization/ Investigator – Case and/or Known Contact</b></p> <p><b>Responsible Organization – Out of Province</b></p> <p><b>Responsible Organization/ Investigator – Unknown Contact</b></p>	<p>Resp. Org / Investigator</p> <ul style="list-style-type: none"> <li>○ Redirecting to within region</li> <li>○ Redirecting out of region</li> <li>○ Redirecting out of province</li> </ul>