

Directions for Healthcare Providers Reporting Chlamydia and Gonorrhea Cases using MDSS

The Michigan Disease Surveillance System (MDSS) is the web-based tool with which healthcare providers can report communicable diseases to the public health system. For more about communicable disease reporting requirements, please see the *“Health Professional’s Guide to the Michigan Communicable Disease Rules.”*

Below are step-by-step instructions for the healthcare provider (HCP role in MDSS) to report disease, using chlamydia as an example. Note: instructions refer to initial case-entry information required by the CDC and MDHHS. However, the completion of any additional information is useful for epidemiologic investigations.

Entering a case into MDSS

1. New Case Entry Screen One

Once logged into MDSS, click on **New Case** on the left hand side of the Case Investigations module.

Investigation Information

Reportable Condition*: Chlamydia (Genital) Case Status*: Confirmed

State Prison Case

Patient Information

Patient Status*: Alive Patient Status Date* (mm/dd/yyyy): 02/14/2022 Case Disposition*: OutPatient

First*: Last*: Middle:

Street:

City: County: State: Zip:

Home Phone (###-###-####): Ext: Other Phone (###-###-####): Ext: Email:

Onset Date (mm/dd/yyyy): Referral Date (mm/dd/yyyy):

Diagnosis Date (mm/dd/yyyy):

*indicates required items

On **New Case Entry** screen one, enter information in all required fields (in red) plus the patient’s address (needed for referral). If patient address is unavailable, enter the address of the clinic where patient is seeking treatment.

- Reportable condition
- Case status (select Unknown; case status to be determined by LHD)
- Patient status (Alive or Died)
- Case Disposition (Outpatient, Inpatient, or Died)
- Patient name
- Patient address or clinic address

Click **Continue**

2. New Case Entry Screen Two

- Enter information into the required fields plus date of birth or age on **New Case Entry** screen two. An option for ‘unknown’ exists for the sex, race, and ethnicity fields.
 - Sex
 - Race (able to select more than one by holding the “Ctrl” button on the keyboard)
 - Ethnicity
 - Patient’s date of birth (or age if DOB is missing)
 - *Note:* If the patient is less than 18 years of age and the parent/guardian is not known, enter unknown/unknown in parent/guardian first and last name fields.

Click **Continue**

3. New Case Entry Screen Three

- If you have completed the User Profile (see below), your referrer and primary physician information will appear on this screen. Otherwise, enter the *Person Providing Referral* information

- One option to report treatment information is to put it in the case notes section on new case entry screen three; otherwise, you can use the lab report tab to document treatment information (see next case entry section)

Click on **Enter Lab Data** to enter any lab and treatment data

4. Entering Lab Data and Treatment Information

Lab Reports					Create New Lab Report	Help
Date Received	Collection Date	Test Name (* Case Associated)	Result	Electronic		
					Save & Finish	Back
					Cancel	

Click **Create New Lab Report**

- Name and address of laboratory will automatically fill-in on this screen if you have completed the User Profile. Otherwise, enter the laboratory name here
- Add the following information: test name (required, select from drop down menu; 'Other' is an option if needed), lab report date, and specimen collection date

Lab Order Information	
Filter Test List By: <input type="text"/> <input type="button" value="Filter"/> <input type="button" value="Clear"/>	
Select Ordered Test* :	Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method
Test Name* :	Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method
Lab Report Date (mm/dd/yyyy) :	02/01/2022
Ordering Provider	
First : <input type="text"/>	Last : <input type="text"/>
Affiliation : <input type="text"/>	Street : <input type="text"/>
City : <input type="text"/>	County : <input type="text"/>
	State : <input type="text"/>
Phone number : <input type="text"/>	Zip : <input type="text"/>
	Ext : <input type="text"/>
Laboratory Information	
Select Lab* :	OTHER <input type="text"/>
Filter Lab List By: <input type="text"/> <input type="button" value="Filter"/> <input type="button" value="Clear"/>	
Lab Name* :	Laboratory Name
Street : <input type="text"/>	Geocode Source : <input type="text"/>
City : <input type="text"/>	County : <input type="text"/>
	State : <input type="text"/>
Phone number : <input type="text"/>	Zip : <input type="text"/>
Specimen Information	
Specimen Collection Date (mm/dd/yyyy) :	01/30/2022
Specimen Source :	Urine specimen
Specimen Site :	<input type="text"/>
Specimen Site Text :	<input type="text"/>
Specimen ID :	<input type="text"/>
Results	
<input type="button" value="New Result"/>	
<input type="button" value="Add New Lab"/> <input type="button" value="Cancel"/> <input type="button" value="Help"/>	

Click **New Result**

New Result

Filter Test List By: Filter Clear

Reported Test Name: Select Test: Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method

Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method

Coded Result: Filter Result List By: Filter Clear
Select Result: POSITIVE
POSITIVE

Text Result:

Numeric Result:

Comments: 100 mg doxycycline 2x/day 7 days, started 1/30/2022

Relevant Clinical Information:

Add Result Cancel Help

- On *New Result* screen, add Reported Test Name and Coded result (drop-down menu)
- Under Comments, add treatment information (date, drug, dose, duration)

Click **Add Result**

After clicking **Add Result**, the next screen will show all the lab and treatment information (partial screen of test results and treatment section shown below).

Select Ordered Test*: Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method

Test Name*: Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method

Lab Report Date (mm/dd/yyyy): 02/01/2022

Ordering Provider

First: Last:

Affiliation: Street:

City: County: State: Zip:

Phone number: Ext:

Laboratory Information

Select Lab*: OTHER

Lab Name*: Laboratory Name

Street: Geocode Source:

City: County: State: Zip:

Phone number:

Specimen Information

Specimen Collection Date (mm/dd/yyyy): 01/30/2022

Specimen Source: Urine specimen

Specimen Site:

Specimen Site Text:

Specimen ID:

Results New Result

Reported Test Name:	Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method	Edit Delete
Coded Result:	POSITIVE	
Numeric Result:		
Reference Range:		
Comments:	100 mg doxycycline 2x/day 7 days, started 1/30/2022	
Relevant Clinical Information:		

Add New Lab Cancel Help

Click on **Add New Lab**

Lab Reports					Create New Lab Report	Help
Date Received	Collection Date	Test Name (* Case Associated)	Result	Electronic		
02/14/2022		Chlamydia sp DNA [Presence] in Unspecified specimen by Probe & target amplification method		No	Edit	Delete

Click on **Save & Finish** (this action submits the case to MDSS). If you exit before clicking **Save & Finish**, you will lose the case.

Submitting the case

If the patient does not previously exist in MDSS, your new case will be displayed on the case listing immediately after submission of the case (A). If there is a previous record of the patient in MDSS, then the new case report will go the pending work queue for deduplication by the local health department. The healthcare provider will be able to see the new case pending under **Unassigned Cases** (B). Once the local health department has deduplicated the case, it will be accessible to the healthcare provider.

Submitting the test results and treatment information at the same time as the new case entry eliminates the need for the healthcare provider to go back to the case later. Treatment information entered with the lab report will survive deduplication and will be available to the public health investigator.

A. Newly submitted case appears on case listing

The screenshot shows the MDSS TEST APPLICATION interface. The main content area displays a table of Case Listings. The table has columns for Investigation Status, Disease, Subject, Referral Date, Investigator, and Jurisdiction. There are three rows of data, each with an 'Edit' button.

Investigation Status	Disease	Subject	Referral Date	Investigator	Jurisdiction	
New	Chlamydia (Genital)	BONNIE RAIT	02/10/2005	CARLSON, BRAD	Ingham County	Edit
New	Meningitis - Aseptic	CASEY BIRD	04/09/2008	MERRITT, CARLA	Livingston County	Edit
New	Chlamydia (Genital)	DORRY DIDNOTHING	04/11/2008	MERRITT, CARLA	Jackson County	Edit

B. Newly submitted case in queue for deduplication by the local health department appear in Unassigned Cases

The screenshot shows the MDSS TEST APPLICATION interface. The main content area displays a table titled 'Case Work Queue'. The table has columns for Disease, Patient Name, Referral Date, and Jurisdiction. There is one row of data.

Disease	Patient Name	Referral Date	Jurisdiction
Chlamydia (Genital)	Dorry Didnothing	04/11/2008	

Completing the User Profile

To save time, a healthcare provider can complete the **User Profile** found on the left side of the Case Investigation module. If reports are coming from the same referrer, primary physician, or laboratory and you complete the **User Profile**, these data fields will automatically populate when you enter a new case.

Click **Edit User Profile** at bottom of screen to activate screen.

The screenshot displays the MDSS TRAINING Michigan Disease Surveillance System interface. The top navigation bar includes 'Case Investigation', 'Administration', 'System Administration', 'Messages', 'Reports', and 'Logout'. The left sidebar lists various modules, with 'User Profile' highlighted in blue. The main content area is titled 'User Profile' and contains several sections for default information:

- Default Referrer Information:** Includes fields for First, Last, Phone (###-###-####), Ext., and Email. A note states: "This information will automatically populate fields when referrals are added to the system. Complete these fields only if you routinely use the same referral values."
- Default Primary Physician Information:** Includes fields for First, Last, Affiliation, Phone (###-###-####), Ext., Email, Street, City, County (dropdown), State (dropdown), and Zip. A note states: "This information will automatically populate fields when primary physician is added to the system. Complete these fields only if you routinely use the same physician values."
- Default Laboratory Information:** Includes a dropdown for 'Select Lab Facility' (set to 'Other'), 'Filter Lab List By' (dropdown), and 'Filter'/'Clear Filter' buttons. It also has fields for Lab Name and Street. A note states: "This information will automatically populate fields when new lab-reports are added to the system. Complete these fields only if you routinely use the same lab-report values."
- Default HAN Alerting Information:** Includes fields for HAN userid and HAN password (masked with dots). A note states: "This information will automatically populate fields when new Alerts are added to the system. Complete these fields only if you routinely use the same HAN values."

At the bottom of the form, there are three buttons: 'Edit User Profile', 'Save Changes', and 'Help'.