MDSS Tips For Reporting and Identifying
Michigan Department of Corrections Inmates
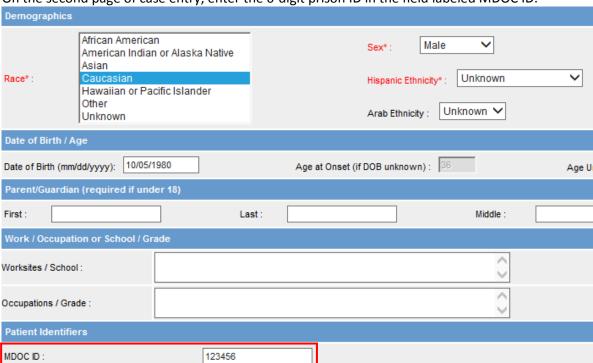
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Tip 1: Entering Michigan Department of Corrections Inmate Cases
When entering a case who is an inmate of the Michigan Department of Corrections (MDOC) system, into the Michigan Disease Surveillance System (MDSS), click on the checkbox for State Prison Case on the first screen of case entry. Checking this box serves two purposes: it assists the MDOC in locating their cases and alerts the local health department that this case is to be managed by MDOC. MDOC staff members are responsible for follow-up of these cases and need to be able to locate them in the MDSS.

On the second page of case entry, enter the 6-digit prison ID in the field labeled MDOC ID.

Tip 2: Identifying MDOC Inmate Cases

Once a case has been entered into the MDSS, the checkbox for State Prison Case can be viewed under the individual's Case Reporting Tab, in the Investigation Address section.

Investigation Address				
Street :		Geocode Source :		
City :	County :	Washtenaw	State :	Michigan
Jurisdiction : Washtenaw County	☑ State Prison Case			

The 6-digit MDOC ID is located on the individual's Demographics Tab, under Patient Identifiers.

Patient Identifiers	
MDOC ID :	123456

Tip 3: Entering Addresses for MDOC Inmate Cases

Enter the 3-letter correctional facility abbreviation followed by the street address in the "Street" field of the Address Information section. Also complete the City, County and Zip fields.

Patient DOE, JOHN 123456 Locked by HENDERSONT1 (TIFFANY A HENDERSON)				
Address Information				
Street : JCF 3500 N ELM RD			Geocode Source : MDSS Zip Code	
City :	County :	State :		Zip :
JACKSON	Jackson	Michigan		49201

General Tips

Before checking the MDOC box, please verify that that the prisoner is a MDOC inmate and not an inmate from a county jail or an out-of-state prison.

Information regarding MDOC inmates, including name, prisoner ID number and demographics, can be found at the MDOC Offender Tracker Information System website: https://mdocweb.state.mi.us/otis2/otis2.aspx

For assistance in identifying MDOC cases in MDSS, including the ability to include or exclude MDOC cases during searches or reports, please contact your Regional Epidemiologist at: http://www.michigan.gov/documents/MDSS_Support_Resources_87777_7.pdf