

# MDSS Batch Case Assignments and Batch Update

## Batch Case Assignments

New MDSS functionally allows an MDSS user to re-assign multiple cases to a new MDSS user by using the 'Case Assignments' option in 'New Search'.

1. Under the Case Investigation Tab, 'New Search', Select search criteria for cases that need to be re-assigned.
2. Select 'Case Assignments' at bottom of search screen.

The screenshot shows the 'New Search' interface in the MDSS system. The 'Case Investigation' tab is selected. The 'New Search' button is highlighted in the left sidebar. The search criteria form includes fields for Investigation ID, Case Status (Confirmed, Confirmed-Non Resident), Investigation Status (Active, Canceled), Patient Name, Investigator Name, Reportable Condition (Novel Coronavirus COVID-19), Disease Group (AIDS/HIV, COVID19/MIS, Foodborne, Influenza), Date Criteria (Onset, Referral, Entry, Birth, MMWR Week), and Geographic Criteria (Local Health Jurisdiction, County, Region, Facility). The 'Case Assignments' button at the bottom is circled in red.

3. Select all individual cases you'd like to re-assign by checking the box under the 'Re-assign' column. *Note – up to 10 cases from one page can be selected at a time.*
4. Select 'Select Investigator' at the bottom of the case listing.

Assignment of Multiple Cases to Investigator									
Investigation Status	Case Status	Investigation ID	Referral Date	Patient Name	Date of Birth	Disease	Investigator	County	Re-assign
New	Confirmed	19738678273	08/23/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738690807	08/30/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738706227	09/02/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738706248	09/02/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738712438	09/03/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738712598	09/03/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input checked="" type="checkbox"/>
New	Confirmed	19738714259	09/04/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738715935	09/05/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738718097	09/05/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738721390	09/06/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>

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Select Investigator Cancel

- By default, MDSS users from the primary jurisdiction (county of case residence) will be listed. To expand to other users, uncheck the 'Primary Jurisdiction' box.
- Select the desired MDSS user from the list and then select 'Re-assign' at bottom of screen

**Assignment of Multiple Cases to Investigator**

Primary Jurisdiction  uncheck to see MDSS users from all jurisdictions

Re-assign to :

- PRICE, RACHEL / Statewide
- PRITCHARD, SHAYLYN / Statewide
- PROBYN, NINETTE THERESA / Statewide
- PRUETT, SARAH / Statewide
- PUTRUS, BRIANA / Statewide
- RACINE, ROGER A / Statewide
- RADKE, ERIN M / Allegan County
- RAMIREZ, EMILEE / Allegan County
- RAY, ELISIA / Statewide
- REAVES, KARA / Statewide
- REEG, ELIZABETH / Statewide
- REIK, REBECCA / Statewide
- REIMINK, BETHANY G / Statewide
- REITZEL, JORDAN / Allegan County

select new MDSS user to re-assign cases to

Re-assign Cancel

- View new investigator assigned to selected cases and select additional cases from other pages to re-assign, as needed.

**Assignment of Multiple Cases to Investigator**

- The following case investigations have been reassigned to investigator "BETHANY G REIMINK": 19738878273, 19738890607, 19738708227, 19738708248, 19738712438, 19738712598

Investigation Status	Case Status	Investigation ID	Referral Date	Patient Name	Date of Birth	Disease	Investigator	County	Re-assign
New	Confirmed	19738878273	08/23/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738890607	08/30/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738708227	09/02/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738708248	09/02/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738712438	09/03/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738712598	09/03/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738714259	09/04/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738715935	09/05/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738716097	09/05/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>
New	Confirmed	19738721390	09/08/2021			Novel Coronavirus COVID-19	RADKE, ERIN M	Allegan	<input type="checkbox"/>

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## Batch Update

New MDSS functionally allows an MDSS user to update Case Status and/or Investigation Status for multiple cases by using the 'Batch Update' in 'New Search'.

- Under the Case Investigation Tab, 'New Search', Select search criteria for cases that need to be updated.
- Select 'Batch Update' at bottom of search screen.

The screenshot shows the 'Case Investigation' application interface. The 'New Search' button is highlighted in red. The 'Batch Update' button at the bottom is also highlighted in red. A red arrow points to the 'Region' dropdown menu, which is currently set to '2 South'.

3. Select the desired Case Status and or Investigation Status from the drop down menus.
4. Select individual cases by checking the box in the 'Batch Update' column. *Note – up to 100 cases on one page may be selected at one time.*
5. Select 'Batch Update' at bottom of screen.

**Status Value Batch Update**

Select Case Status to apply for all selected cases (optional): --select--

Select Investigation Status to apply for all selected cases (optional): --select--

Case	Investigation ID	Referral Date	Patient Name	Investigator	County	Batch-update
Confirmed						<input type="checkbox"/>
Confirmed-Non Resident						<input type="checkbox"/>
Non-Michigan Case						<input type="checkbox"/>
Not a Case	1873543	08/21/2021		MULLENDORE, AIMMEE	St Joseph	<input checked="" type="checkbox"/>
Probable	1873568	08/21/2021		NICHOLS, KALI	St Joseph	<input checked="" type="checkbox"/>
Suspect				MULLENDORE, AIMMEE	St Joseph	<input checked="" type="checkbox"/>
Unknown				NICHOLS, KALI	St Joseph	<input checked="" type="checkbox"/>
New	19738676806	08/23/2021		BEECHING, JULIE	Van Buren	<input type="checkbox"/>
New	19738676920	08/23/2021		REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	19738677195	08/23/2021		MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
New	19738678273	08/23/2021		MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
New	19738678483	08/23/2021		MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
New	19738679589	08/24/2021		BUCK, VICKI S	Calhoun	<input type="checkbox"/>

**Batch Update** **Cancel**

*Select Case Status and/or Investigation Status for bulk update*

6. View cases that were updated and select additional cases to batch update, as needed.

Status Value Batch Update

- Status updated for case(s) 19738673543,19738673568,19738676896,19738676920

Select Case Status to apply for all selected cases (optional):

Confirmed

Select Investigation Status to apply for all selected cases (optional):

Active

Investigation Status	Case Status	Investigation ID	Referral Date	Patient Name	Date of Birth	Disease	Investigator	County	Batch-update
Active	Confirmed	19738673543	08/21/2021			Novel Coronavirus COVID-19	MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
Active	Confirmed	19738673568	08/21/2021			Novel Coronavirus COVID-19	NICHOLS, KALI	St Joseph	<input type="checkbox"/>
Active	Confirmed	19738676896	08/23/2021			Novel Coronavirus COVID-19	MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
Active	Confirmed	19738676920	08/23/2021			Novel Coronavirus COVID-19	NICHOLS, KALI	St Joseph	<input type="checkbox"/>
New	Confirmed	19738677195	08/23/2021			Novel Coronavirus COVID-19	BEECHING, JULIE	Van Buren	<input type="checkbox"/>
New	Confirmed	19738678273	08/23/2021			Novel Coronavirus COVID-19	REIMINK, BETHANY G	Allegan	<input type="checkbox"/>
New	Confirmed	19738678483	08/23/2021			Novel Coronavirus COVID-19	MULLENDORE, AIMMEE	St Joseph	<input type="checkbox"/>
New	Confirmed	19738679569	08/24/2021			Novel Coronavirus COVID-19	BUCK, VICKI S	Calhoun	<input type="checkbox"/>

view cases that were updated