

THE 'PEOPLE' TAB – TRANSCRIPT

WELCOME

Hello and welcome to the tutorial on the people tab in EpiTrax, the state of Nevada's electronic disease surveillance system. This training is being provided by the State of Nevada Office of State Epidemiology.

ABOUT DPBH

The Nevada Division of Public and Behavioral Health's mission is to protect, promote, and improve the physical and behavioral health and safety of all people in Nevada, equitably and regardless of circumstances, so they can live their safest, longest, healthiest, and happiest life. Our vision is a Nevada where preventable health and safety issues no longer impact the opportunity for all people to live life in the best possible health. The purpose of this division is to make everyone's life healthier, happier, longer, and safer.

ABOUT OSE

The main goal of the Office of State Epidemiology is to prevent and respond to a variety of public health issues through disease surveillance, standardized data collection, meaningful interpretation, statewide standards, and centralized guidance to improve health outcomes for our communities.

OBJECTIVES

The objectives for this video are for you to learn when you may want to use the 'People' tab, discover what information appears in a person file, discern what information you can and cannot edit, add, or delete within a person file and to discover how changes you make in a CMR will affect the person file and vice versa.

OVERVIEW OF PEOPLE TAB

The 'People' tab allows you to search for a person and see profile-level information. A person may have several CMRs, or events, and the Person file will display certain details of all of the CMRs you have permissions to view. You may want to look in 'People' if someone has had multiple reinfections of a condition and you need to see when the other infections took place. You may also have a demographic change that would be helpful to update in the person record. When you edit certain fields in a CMR, the changes will also be reflected in the 'People' file and vice versa. These are fields that are applicable to a person overall, like address, date of death, and vaccine history. The 'People' tab does not include very specific disease information that is better suited in the investigation form of a particular condition

NAVIGATING PEOPLE TAB

Let's go into the People tab. You will enter information for someone of interest. Remember that it is best practice to search with at least two pieces of information and to try to search a few different ways if your initial search is unsuccessful. Once you click 'Search,' a list of possible matches will display and you can determine from the star rating and by comparing the known information, which is the best result.

DEMOGRAPHICS

Once you find a person you are looking for, you will click on the row and 3 accordion tabs underneath their name will populate. The first is demographics. This will show you basic demographic information like name, date of birth, and then all addresses, emails, and phone numbers that have been entered into the person's various CMRs.

EVENTS

The events dropdown will display all CMRs associated with the person. The CMRs are color-coded like they are elsewhere in EpiTrax to indicate what part of the workflow they are currently in. Clicking the 'Options' button on the right side of the event row will allow you to select to edit or view either the event or the person.

LABS

The labs dropdown will display all lab information from CMRs associated with the case. Click 'Next' to see how to add a CMR from the 'People' tab.

+CMR

If you have found the person you are searching for but do not see the event of interest under the event accordion tab, you can select '+CMR.' You will see a screen with the person's already registered CMRs. Please review these again to ensure that you are not creating a duplicate CMR. You will be asked to enter the reported date, disease, and investigating agency. Click 'Save & Continue' to create the CMR. Certain information entered into this CMR will also be added to this person's 'People' record.

Click 'Next' to see how to edit the person file from the 'People' tab.

EDITING THE PERSON

From the search results page, you can click 'Edit Person.' Once you are in a Person file, you will see the following tabs: demographic, events, clinical, laboratory, travel, and occupation. The demographics tab is much like the display we saw when we clicked on the accordion tab for 'Demographic', as we first searched for this person. We see basic demographic information like name, date of birth, and then all addresses, emails, and phone numbers that have been entered in this CMR. You can add, delete, or edit any of this information.

EVENTS

The 'Events' tab here is also very similar to the previous events accordion display. CMRs will appear here, color-coded based on their investigation status. You have the same 'Options' menu to the right and can add a CMR with the 'Plus Create CMR' button if needed.

CLINICAL

The clinical tab will show information about facilities visited, pregnancies, treatments, and vaccines. Note that you can not edit this information, but you can click 'Show Vaccine Data from IIS' and see if a relevant CIS profile is (or can be) connected to this person. You will not be able to add vaccines here. You can add, delete, or edit vaccination information by going into the corresponding CMR and editing it there.

LABORATORY

The laboratory will show you lab results from various CMRs. This information is also not editable here, but you can change this information by returning to the corresponding CMR and adding it there.

TRAVEL

Travel will have information on travel dates, location, and details from CMRs where travel history might be an important factor in disease exposure or spread. You can add travel by clicking the 'Plus Travel' button. Note that when you add travel here, it will not have an associated CMR. You can also edit any travel information associated with a specific CMR within that CMR.

OCCUPATION

The 'Occupation' tab will have information on occupation title and industry. The information can be manually input. You can add occupation by clicking the 'Plus Occupation' button, entering the field manually and searching for occupation and industry standardization. Note that any occupation info you enter here will not be associated with a CMR. You can edit any occupation information associated with a specific CMR within that CMR.

QUESTIONS

Any questions that you may have, please contact the Office of State Epidemiology Informatics team at informatics@health.nv.gov

ACRONYMS

- CMR: Confidential Morbidity Report
- UAT: User Acceptance Testing

THANK YOU

Thank you for watching! Visit the EpiTrax User Site for more resources and walk-through videos on other topics.

CURRENT TRAINING VIDEO ~ 7 MINUTES