RHA Clerk

- Generate **MB4210B Lab Workload Report**

A variety of Investigation Workgroup/Investigators displays

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Investigation Workgroup/Investigators
CD-Prairie Mountain Health (Unassigned - Primary)
CD-Prairie Mountain Health (Unassigned - Primary)
CD-Prairie Mountain Health (Desrosiers, Robert - Primary) || CD-Prairie Mountain Health (Goldman Smith, Arielle - Coordinator) || STBBI-Interlake-Eastern Health (Hawryluk, Melody - Secondary)
CD-Prairie Mountain Health (Desrosiers, Robert - Primary) || CD-Prairie Mountain Health (Goldman Smith, Arielle - Coordinator) || STBBI-Interlake-Eastern Health (Hawryluk, Melody - Secondary)
CD-Prairie Mountain Health (Desrosiers, Robert - Primary)
CD-Prairie Mountain Health (Desrosiers, Robert - Primary)
CD-Prairie Mountain Health (Unassigned - Primary)
CD-Prairie Mountain Health (Unassigned - Primary)
CD-Prairie Mountain Health (Deane RN, Ruth - Primary)
CD-Prairie Mountain Health (Deane RN, Ruth - Primary)
CD-Prairie Mountain Health (Unassigned - Primary)
CD-Prairie Mountain Health (Unassigned - Primary)

Unassigned = **New** Lab Reports
Need to be assigned

Row Actions: Update					
	Investigator Type	**Investigator Name**	**Investigator Workgroup**	**Investigator Organization**	**Assigned Date/Time**	**End Date**
○	Primary		CD-Prairie Mountain Health	Prairie Mountain Health	2020 Jul 8	

Responsible Organization/Investigator - Case and/or Known Contact - QRC

- Select radio button beside the Investigator Type - Primary
- Click **Update** (the investigator information will auto-populate)
- Select **Investigator Name** from the drop list
- Update **Assigned Date** to current date
- Click **Apply Update**
- To add another Investigator, Type i.e.: *Coordinator*
- Select *Coordinator* from the Investigator Type from the drop list
- Select appropriate Investigator Organization from the drop list
- Select appropriate Investigator Workgroup from the drop list
- Select appropriate Investigator Name from the drop list
- Select **Current Date**
- Click **Add**
- Click **Save**

NOTE: Only one primary investigator is allowed at any point in time.

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Assigned = Updated Lab Reports
To **Update Disposition** and **Disposition Date**

- Update **Disposition** expand drop list, select appropriate disposition i.e.:
  - "**Laboratory results to be reviewed**" *Investigation Information* - QRC
- Always update **Disposition date** to current, even if it displays the current date.
- Click **Save**

Notice that the Status Date does **not** change

PHN/Coordinator

Generate **MB2701C Investigation Search Report** - *MB27102 Investigation Search Assigned Investigator Report* - QRC

- Column S = "*Laboratory results to be reviewed*"
- Column T = Current date
  Or
- Search Investigation by Investigator – *Search Investigation* – QRC (page 3)
- Select "Laboratory results to be reviewed" from the Disposition drop list

PHN / Coordinator to update Disposition, Disposition Date and Disease Classification, Disease Classification Date.

Investigation 258 History

Date/Time Updated	Updated By	Disposition Date	Disposition	Status Date	Status
2020 Jan 31 09:54 CST	Desrosiers, Robert	2019 Jul 25	Follow up complete	2019 Jul 19	OPEN
2020 Jan 31 09:53 CST	Desrosiers, Robert	2019 Jul 23	Laboratory results reviewed	2019 Jul 19	OPEN
2020 Jan 31 09:53 CST	Desrosiers, Robert	2019 Jul 22	Laboratory results to be reviewed	2019 Jul 19	OPEN
2019 Jul 19 15:28 CDT	Deane, Ruth	2019 Jul 19	Follow up in progress	2019 Jul 19	OPEN

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