



Points to Remember:

- All labs entered should be attached to an investigation.
- Historical investigations are only created for the chronic communicable diseases: HIV, Hepatitis B, Hepatitis C and Syphilis when the client *has a record in the historical database*.
- Once a historical investigation is created, the parameters should be:
 - **Classification:** Case – Lab Confirmed
 - **Disposition:** Follow-up Complete
 - **Classification Date:** First Specimen Collection Date from database
 - **Responsible Organization:** First Region from historical database
 - **Work Group:** STBBI-(Region) / CD-(Region)
 - **Reporting Source:** Other: Database
 - **Report Date (Received):** First Specimen Collection Date from database
 - **Staging:** Enter the “Old case – previously diagnosed/known in MB” staging using ***Disease Summary - QRC***
 - Close investigation after entering
- Investigation parameters are viewable in the Investigation Context header. Review the investigation context header to confirm the investigation has been created with the correct parameters.
- **Review the Investigator Organization** because the organization following up on this lab report might be different than the organization that initially investigated if the client has moved since the initial investigation. Add the organization where the client lives now (the region where this lab will be sent) as Secondary using ***Responsible Organization/Investigator Case & Known Contact - QRC***. The region will review and determine if they want to continue to be notified of the client’s results or if they want apply an end-date.

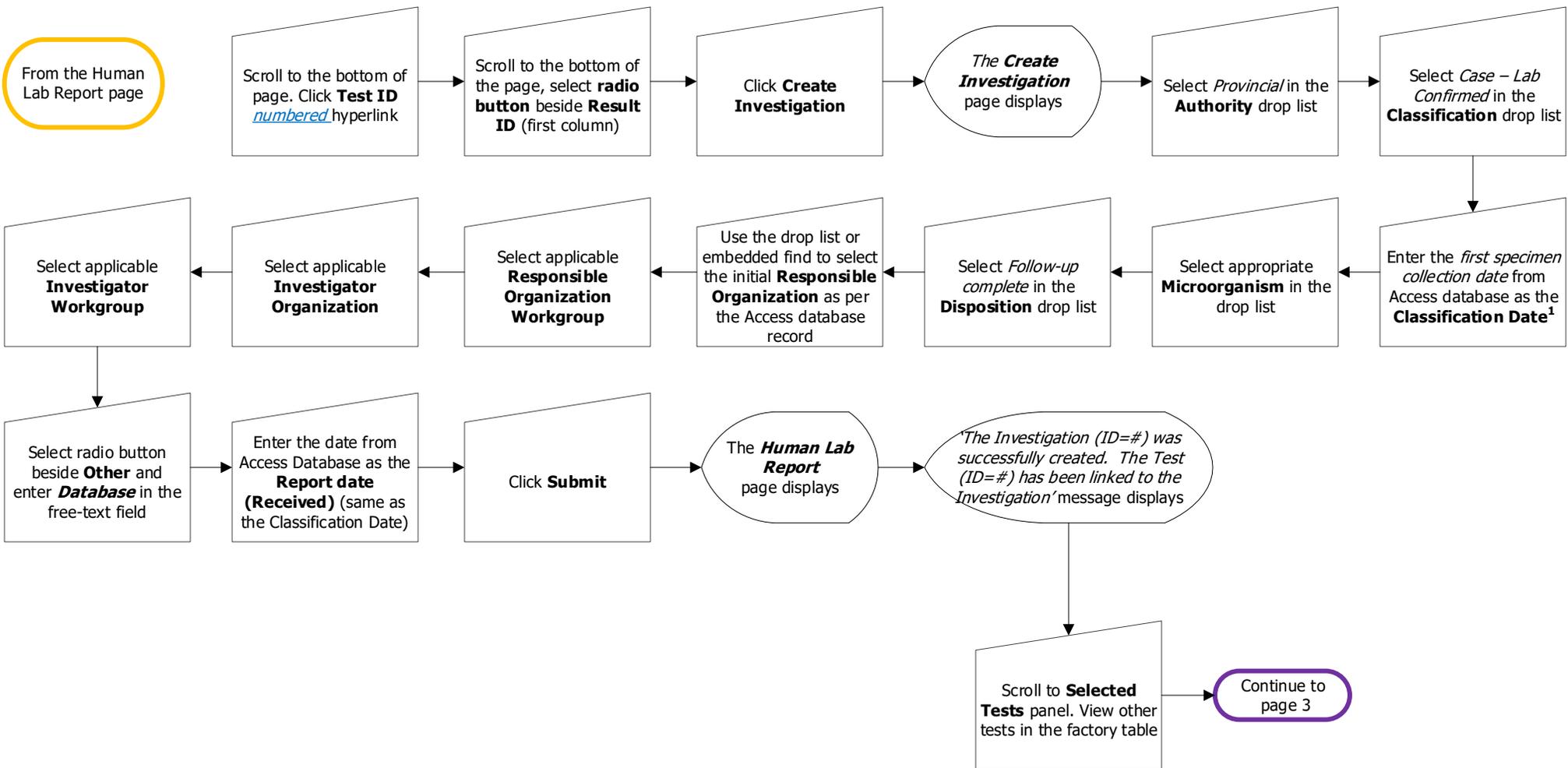
FOOTNOTES:

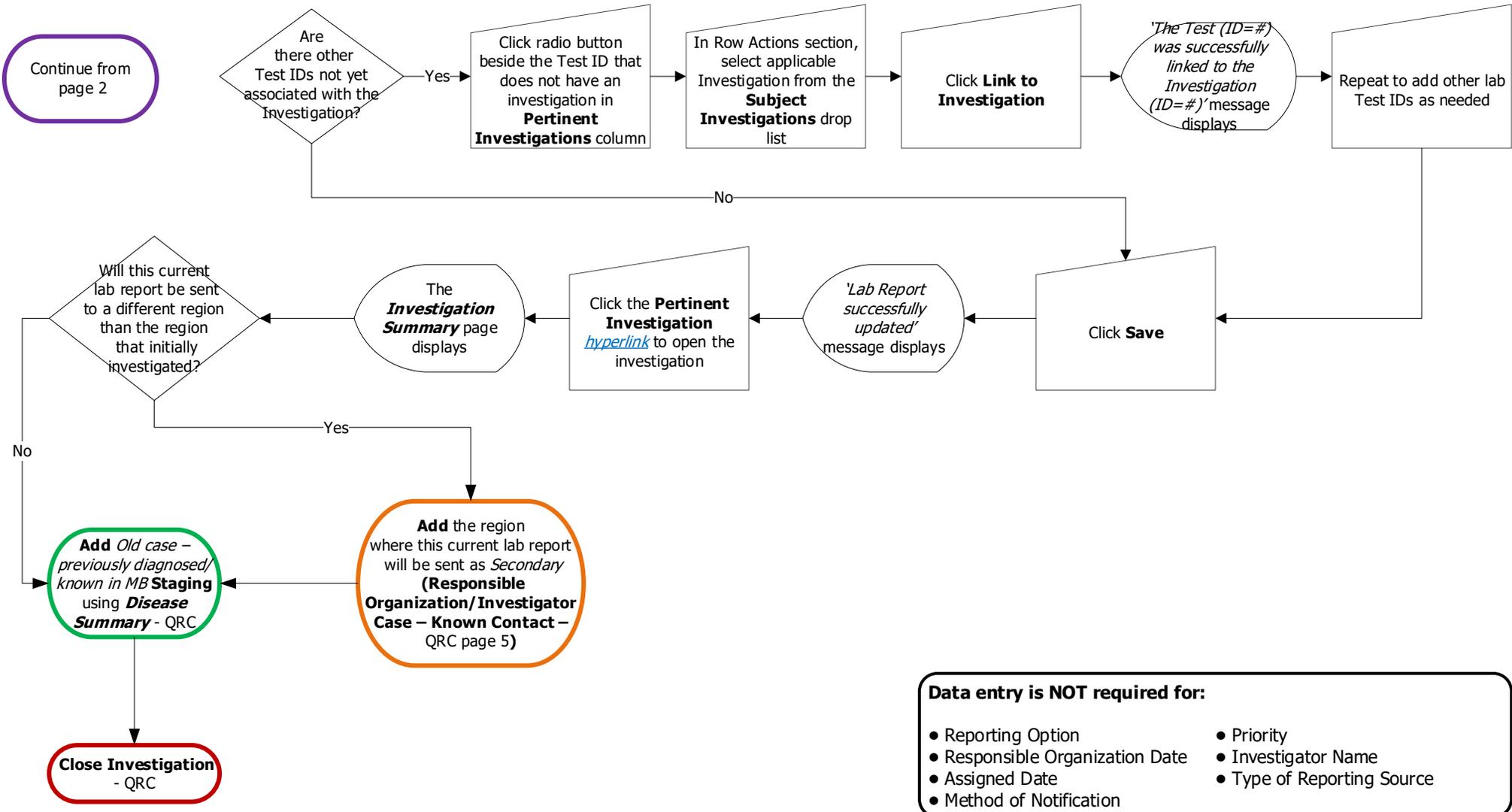
- 1 **Classification Date** for:
 - HIV should reflect the date recorded in the **Date** field directly to the right of specimen source in the header of the HIV data base.
 - Hepatitis B and C should reflect the **First Specimen Date** date recorded in the Reporting/Administrative tab of the Hepatitis database.
 - Syphilis should reflect the earliest **Case Specimen Date** from the database
- 2 **Responsible Organization** for:
 - HIV should reflect the region entered in the RHA field in the HIV database.
 - Hepatitis B and C should reflect the region entered in the RHA field in the Hepatitis database.
 - Syphilis should reflect the region entered in the RHA field in the STI database.



Laboratory Inbox: Create Historical Case Investigation from Database

QRC





Data entry is NOT required for:

- Reporting Option
- Responsible Organization Date
- Assigned Date
- Method of Notification
- Priority
- Investigator Name
- Type of Reporting Source