

MEMO

Date: November 25, 2021

To: All Public Health Managers and Directors, All PHIMS Users

From: Lynda Tjaden, Executive Director, Population and Public Health, Manitoba Health and Seniors Care, Unified Public Health Operations
Kathy Koschik, Manager, Public Health Systems, Digital Health, Shared Health

CC: Dr. Carol Kurbis, Medical Officer of Health, MHSC
Dr. Carla Loeppky, Director Epidemiology and Surveillance, MHSC
Debbie Nowicki, Epidemiologist, Manager, Program Privacy Officer, Population Health Surveillance

RE: **Go-live of the PHIMS Outbreaks Module**

Starting November 25, 2021, the Outbreaks Module will be accessible to specific PHIMS users only, with designated PHIMS roles. These roles include:

MB_CDI_MEDICAL_OFFICER
MB_CDI_PUBLIC_HEALTH_COORDINATOR
MB_CDI_EPI_ANALYST
MB_CDI_MBHEALTH_SURVEILLANCE

Training for the Outbreaks module will take place in the coming weeks. The module should not be used until training has been completed by the user/region. Effective December 13, 2021, all outbreaks must be recorded in the PHIMS Outbreaks module. New Quick Reference Cards (QRCs) have also been created and posted onto the PHIMS website under a new [12.0 Outbreaks tile](#).

Two new reports will also be available for use: the MB3101A Outbreaks Search Report and the MB22001 Exposure Search Report. Please refer to the [User guides](#) for these reports for additional information. Users with the PHIMS roles listed above, as well as, the MB_CDI_PUBLIC_HEALTH_NURSE and the MB_CDI_PUBLIC_HEALTH_NURSE_CLOSE roles, will have access to these reports.

355 Portage Ave. Winnipeg, MB R3B 0J6
Phone 204-940-8500 | Toll-free 1-866-999-9698

Email: servicedesk@sharedhealthmb.ca

In addition:

- A Standard Operating Procedure for the Regional Management of Outbreaks and Clusters in PHIMS will be published by the Communicable Disease Control Program and Epidemiology and Surveillance.
- Some adjustments will be made to Appendix B, definitions of clusters in *the Interim Public Health Measures: Managing Novel Coronavirus (COVID-19) Cases and Contacts in Community*.

Orientation to the Standard Operating Procedure and PHIMS Outbreak training for Communicable Disease Coordinators, Medical Officers of Health, and Epidemiology and Surveillance program staff will take place November 29, 30, December 8, and 9. Questions related to program materials will be directed to program leadership as per current processes.

Need PHIMS support? If you require support with PHIMS access or PHIMS software related issues, please contact the Shared Health Service Desk at:

Email: servicedesk@sharedhealthmb.ca (please state “PHIMS” in the subject line of the email)

Phone: (204) 940-8500

Toll-free: 1-866-999-9698

For urgent matters contact the Service Desk by phone and speak with an agent to escalate your request. Please consult with a local peer supporter or trainer before logging any service requests.