



# Investigations: Resp. Org/Inv Case and/or Known Contact - Points to Remember

### Points to Remember:

- **The Initial Primary Investigator** must correspond to the Client Home Address at Time of Initial Investigation.
- There can only be one active Primary Investigator for each investigation.
- An **Additional Primary Investigator** would be added if the active primary organization no longer needs to receive notifications.
- Additional Primary Investigator can only be added when the current, active Primary is end-dated.
- Any other **Investigator Type** (e.g. a Secondary Investigator [other organization involved]; a Nurse or Coordinator Investigator [person]) can be added at any time.

25. * RESPONSIBLE ORGANIZATION (PRIMARY)	<input checked="" type="radio"/> WRHA	<input type="radio"/> NRHA	<input type="radio"/> PMH	<input type="radio"/> SH-SS	<input type="radio"/> IERHA	<input type="radio"/> FNIHB
26. OTHER ORGANIZATIONS INVOLVED secondary	<input type="checkbox"/> WRHA	<input type="checkbox"/> NRHA	<input type="checkbox"/> PMH	<input type="checkbox"/> SH-SS	<input type="checkbox"/> IERHA	<input type="checkbox"/> FNIHB

- For all investigations, if the client moves, and subsequent lab results are received, the lab results will be sent to the Organization corresponding to the client's most recent official registry address or MHSU address in PHIMS. The new organization will be added as a secondary investigator. The lab result will appear on the both the primary and secondary investigator's lab result report. If the initial primary organization no longer wishes to receive lab reports in PHIMS for the investigation, the initial primary investigator can be end dated, and the new secondary investigator can be updated to become the primary investigator.
- Please refer to *Documenting Geography of Communicable Disease Investigations in PHIMS* found here: [https://www.gov.mb.ca/health/publichealth/surveillance/cds/docs/documenting\\_geography.pdf](https://www.gov.mb.ca/health/publichealth/surveillance/cds/docs/documenting_geography.pdf) for more information on responsible/investigator.
- The *Responsible Organization/Investigator* page in PHIMS includes two sections: Responsible Organization and Investigator .
  - a) The **Investigator** section is the **main section on this page**. It reflects geographic assignment by showing the health region(s) that provide care to this client during this investigation.
    - o The **Investigator** is a specific person in within the Investigator (health region) who is assigned to the investigation. The Investigator's name will appear in the Investigator section of the page.
  - b) The **Responsible Organization** section is an additional section on this page. The health region must be entered in the Responsible Organization section so that the health region name can be selected in the Investigator section.
- **Responsible Organization** and **Investigator** will be one of:
  - FNIH
  - Interlake-Eastern Health
  - Northern Health
  - Prairie Mountain Health
  - Southern Health – Santé Sud
  - Winnipeg Health (including Churchill)
  - Correctional Service Canada
  - Out of Province
- Workgroups will not display in the workgroup drop list if you select a Responsible Organization or Investigator other than these ones.

### Footnotes:

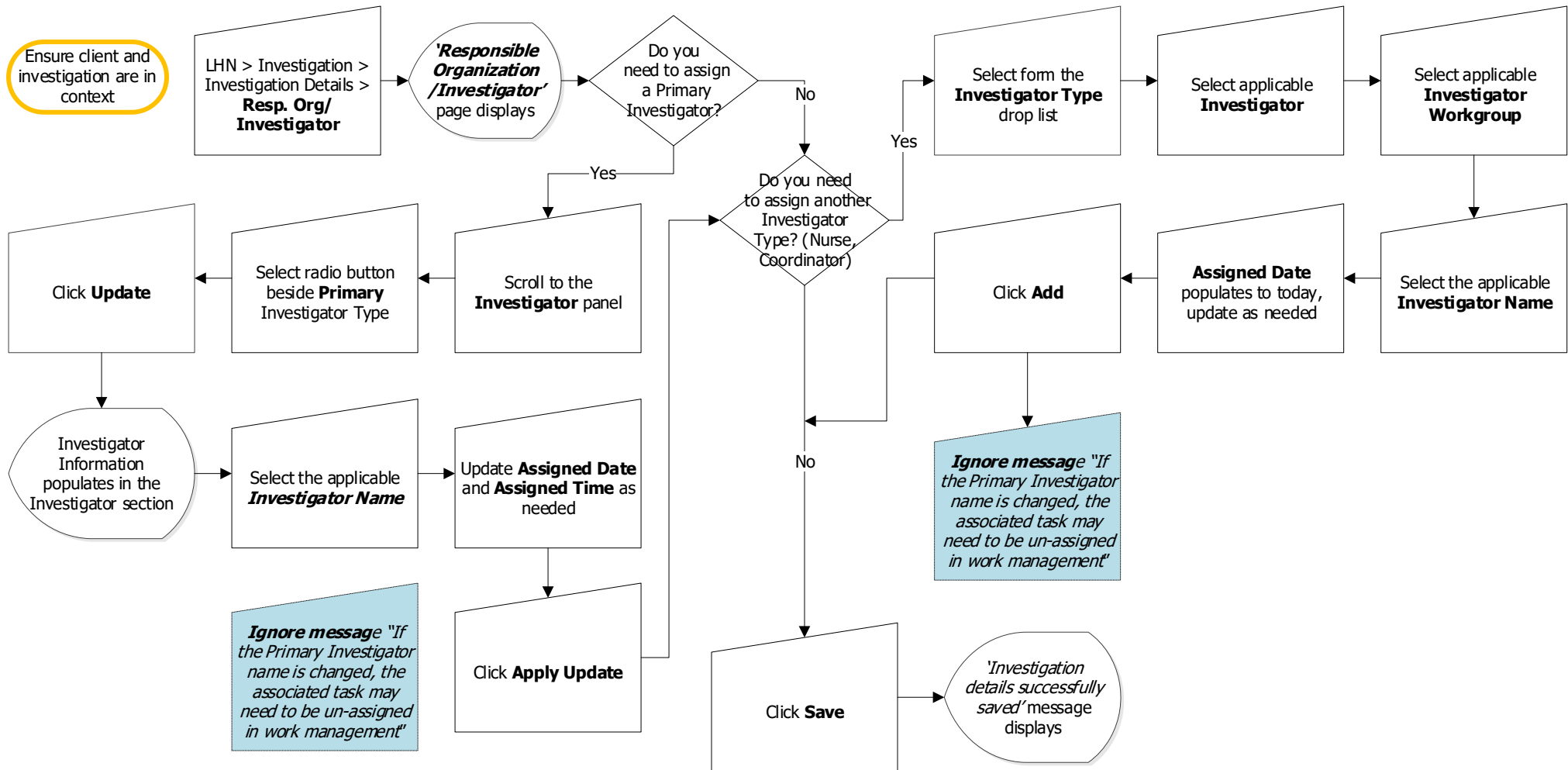
- 1 The Responsible Organization Date marks the transition from one organization to another. It may be a precise date that care was transferred, or it might be a form reviewed or completed date (if entering from a case form).
- 2 Message only appears when the Investigator Name has been selected.

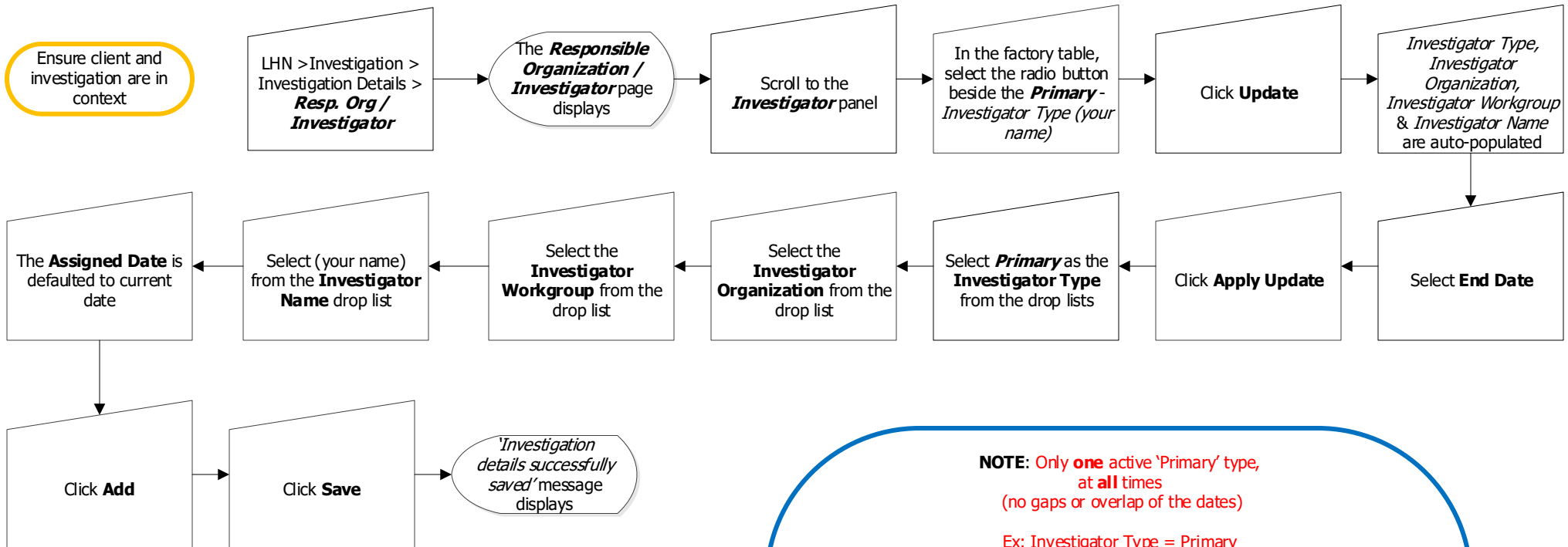


# Investigations: Resp. Org/Inv - Case and/or Known Contact - Add an Investigator

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**NOTE:** Only **one** active 'Primary' type, at **all** times (no gaps or overlap of the dates)

Ex: Investigator Type = Primary  
Assigned Date = 2020 April 5  
End Date = 2020 April 13

The next Primary Investigator  
Assigned Date = 2020 April 13

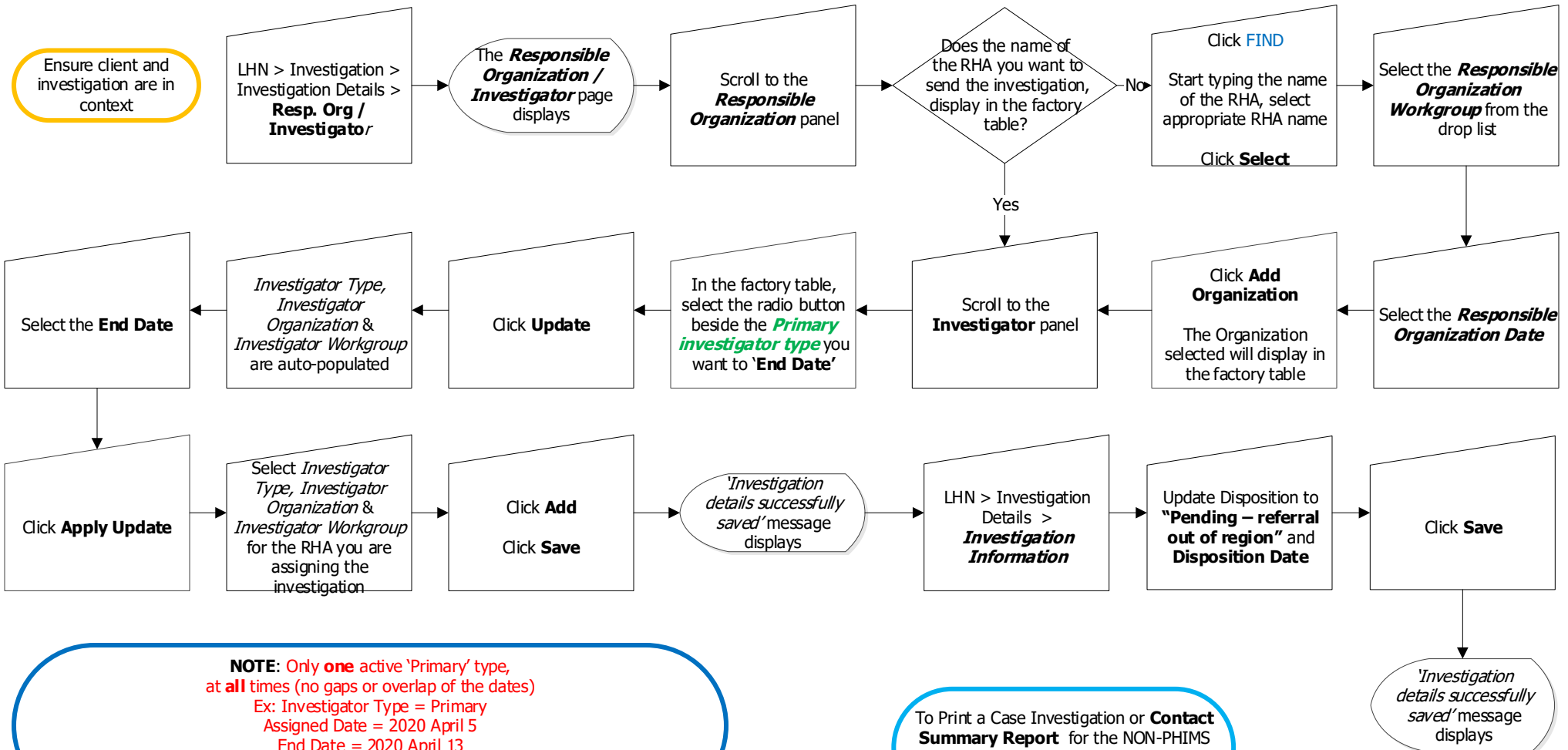
Notice the 'Assigned Date' for the existing primary investigator is the same as the 'End Date' of the previous primary investigator



# Investigations: Resp. Org/Inv – Reassign to Another RHA

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**NOTE:** Only **one** active 'Primary' type, at **all** times (no gaps or overlap of the dates)  
 Ex: Investigator Type = Primary  
 Assigned Date = 2020 April 5  
 End Date = 2020 April 13  
 The next Primary Investigator will need to have an Assigned Date = 2020 April 13

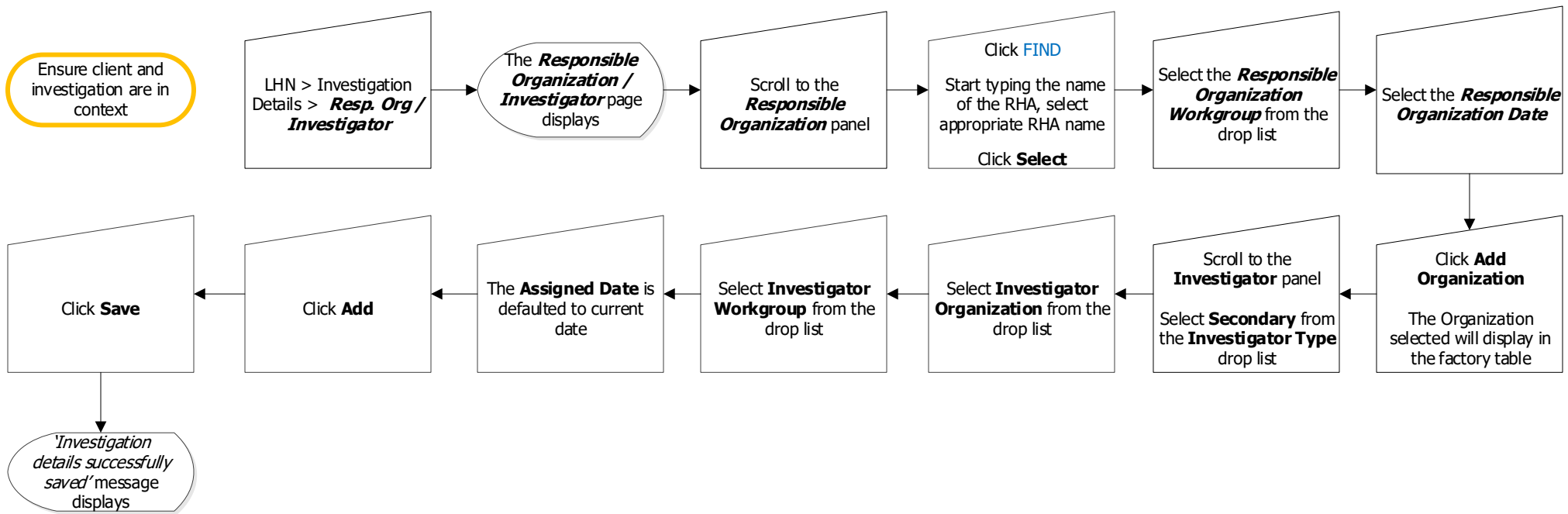
To Print a Case Investigation or **Contact Summary Report** for the NON-PHIMS region presently not deployed with the Investigation module continue to **page 6**



When a region is supporting the case management for a client residing in another Manitoba Regional Health Authority

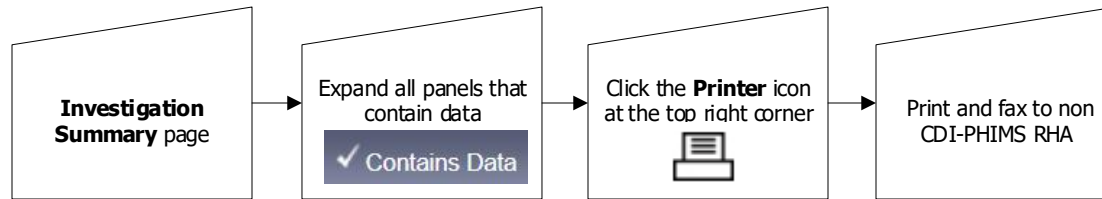
The supporting region is **NOT** to amend the primary Responsible Organization / Investigator as this is tied to the geographic residence of the client at the time of testing. Instead, the supporting region is to assign their region as **Secondary** Responsible Organization / Investigator.

\*\* As a reminder, regions are **NOT** to set the MHSU address as the preferred address NOR are regions to amend the Official Registry address.





### Printing a Case Investigation Summary



### Printing a Known Contact Investigation

