Manitoba Public Health Information Management System

Report User Guide

MB3101A

Outbreak Search

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Definitions for Report User Guides:

a. "Authorized Organization" means an organization (an RHA, a First Nation, or other organization) with whom Manitoba has entered into an agreement in order to facilitate access to PHIMS;

b. "Authorized User" means an employee, agent or contractor of an Authorized Organization (the employer) permitted to access to PHIMS.

c. "Service Delivery Location" (SDL) means a public health office or a Community Health Centre

d. "User Role" means the specific role or roles to which an Authorized User is assigned and which prescribes what Information the Authorized User is permitted to access, use and disclose.

Data Type		Explanation
Aggregate, no identifiable data	=	Summary data with no client identifiers
Aggregate, no identifiable data, but possible small population sensitivity or Provider / Org Sensitivity	=	Summary data with no client identifiers However there are sensitivities in the data where small numbers could identify clients, communities or providers
Line Level, Single client identifiable data	=	Includes client identifiers of an individual client
Line level, Multi client identifiable data	=	Includes client identifiers of a list of multiple clients

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1. Background

1.1. Data Access Scope for Outbreaks in PHIMS

Access to outbreaks within the outbreak module in PHIMS is based on permissions for specific encounter groups (Sexually Transmitted and Bloodborne Infections, and Communicable Diseases).

In Manitoba, Authorized Users ("users") of the outbreak module have access to all outbreaks in encounter groups assigned to the role of the logged in user. This was decided as a result of a number of considerations, including:

- Outbreaks of disease cross regional boundaries and may involve multiple public health provider organizations.
- It is important to be aware of all concurrent or previous outbreaks within an encounter group, regardless of which organization is responsible for the outbreak.

1.2. Privacy/Data Sensitivity

This report is set at the Provincial level. This means that users who have access to this report can "view" data from their own regions as well as data across the province.   The report does not include any client identifiable information.

1.3. Permitted Disclosures

- No disclosure permitted

Note re Permitted Disclosures - In general, Standard Reports in PHIMS have been designed for internal use for day to day public health and health service delivery, limited to Authorized Users of Authorized Organizations. Authorized Users may only disclose information from the report that relates to their Designated Health Region. For First Nation Authorized Organizations - sites that have entered into a Bridging Service ISA - an Authorized User (of the Bridging Organization) generating the reports may provide Standard Reports to a FN Authorized User.

1.4. Data Stewardship

Users who have access to this report should have some background in report generation and basic epidemiology, and are responsible for the following:

- The data is intended to be used by public health providers for outbreak management and surveillance only. No disclosure of information to non-PHIMS users or non-Public Health providers is permitted.
- Users ensure data is managed securely and appropriately according to organizational guidelines especially when the report(s) identifies small populations or providers.

Users who have access to this report will be subject to PHIMS audits documenting which user generated the report and on what date.

2. Purpose

The purpose of this report is to allow users to search and produce a line list of all outbreaks in PHIMS during a specified timeframe. It will be used for outbreak management.

2.1. Populations Included in the Report

The **Outbreak Search report** provides a line list of all outbreaks in PHIMS based on the reported date and the organization the outbreak is managed by. Users will be able to see outbreaks across the province or for selected organization(s).

2.2. Recommended Uses for this Report

The Search Outbreak report will be used by:
- Manitoba Health Epi and Surveillance
  - To provide awareness of ongoing clusters/outbreak in the province
  - Facilitate knowledge of possible epi links different regions/across the province.
  - See which outbreaks have been publicly reported
  - Daily use report/As needed

- Medical Officer of Health
  - To provide awareness of ongoing clusters/outbreak in the province
  - Facilitate knowledge of possible epi links different regions/across the province.
  - See which outbreaks have been publicly reported
  - Daily use report/As needed

- Regional Coordinators
  - To manage outbreaks and workload within their region, or those being co-managed in another region.
  - To provide awareness of ongoing clusters/outbreak in the province
  - Facilitate knowledge of possible epi links different regions/across the province.
  - See which outbreaks have been publicly reported
  - Daily use report/As needed

- Regional PHNs
  - To provide awareness of ongoing clusters/outbreaks in the province.
  - Facilitate knowledge of possible epi Links different regions/across the province
  - See which outbreaks have been publicly reported
  - As needed

Note to user: Consider defining a role-based routine business cycle to run these reports to identify any ongoing outbreaks and clusters.

3. Selecting the Report Parameters

When running a report, you must select specific parameters. Some parameters are required and some are optional.

Selecting the Correct Parameters to get the Needed Output

You can generate this report from the "Standard Reports" section in PHIMS.

This is an operational report under Case: Manitoba Reports

- Click **Reporting & Analysis > Reports** (LHN) or the **Reporting** tile on the dashboard.

- Open the **Case Report Folder** by expanding the collapsible panel.

- Select **MB3101A-Outbreak Search** *hyperlink*

- Enter the **Report Date (Received) Date From** and **Report Date (Received) Date To** (mandatory)

- Enter the **Outbreak Status** (required)

- Select the **Outbreak Type** (optional)

- Select the **Encounter Group(s)** (optional). Users will only be able to select the encounter group(s) they have access to base on their logged-in role.

- Select the **Disease(s)** (mandatory when encounter group selected)

- Select the **Outbreak Responsible Organization(s)** (optional)

- Click **Generate Report Now.**

Parameter Definitions:

Parameter Name	Data Type	Required	Description
Report Date (Received)	Date Range	Mandatory	Date outbreak was reported.
Outbreak Status	Multi-select	Mandatory	Open, and/or closed.
Outbreak Type	Multi-select	Optional	Available options include Respiratory, Enteric, Sexual Contact etc.
Encounter Group	Multi-select	Optional	Limited to encounter groups accessible by logged-on role.
Disease	Multi-select	Mandatory when encounter group selected	Filtered by encounter group.
Outbreak Responsible Organization	Multi-Select	Optional	Limited to organizations for which outbreaks belong.

4. Report Output

Field Name	Description
Outbreak ID	System generated unique identifier.
Outbreak Name	Outbreak name.
Alternate ID	User inputted Alternate ID for the outbreak. If more than one alternate id is recorded for the outbreak, the report will display a row in the report for each alternate ID.
Alternate Source	One of Outbreak Code, Special Investigation, Cluster, or Other. Defines the alternate ID
Earliest Reported Date	Earliest Report Date (received) for the outbreak.
Date Outbreak Declared	Date the outbreak was declared.
Date Outbreak Declared Over	Date the outbreak was declared over.
Outbreak Publicly Reported	When an Intervention Type/Subtype combination of Publicly reported/Outbreak publicly reported has been recorded for an Outbreak an 'X' will display in this column. If 2 or more of these interventions have been recorded the word 'Multiple' will display in this column.
Date Outbreak Publicly Reported	The intervention start date associated with the intervention of Public Reporting/Outbreak publicly reported intervention. In the event of multiple Public reporting/Outbreak publicly reported interventions, the earliest intervention start date will be displayed.
Outbreak Publicly Reported Outcome	The intervention outcomes associated with the intervention of Public reporting/Outbreak publicly reported. In the event of multiple Public reporting/Outbreak publicly reported interventions, the outcome for the earliest intervention start date will be displayed.
Outbreak Status	Open or Closed.
Outbreak Classification	Not the same as Disease Classification in investigations. One of Cluster, Confirmed, Not an Outbreak etc.
Outbreak Type	The type of outbreak e.g. Respiratory.
Predominant Disease	Disease on the outbreak. If there is more than one disease on the outbreak, the disease marked as predominant will be displayed.
Etiologic Agent	Microorganism.
Reporting Source	One of Provider, Location, or other. Value is associated with the earliest report date (received) for the outbreak.
Responsible Org	Responsible organization for the outbreak. If there is more than one responsible organization they will be concatenated into the same cell.
Geographic Extent	The geographic extent of the outbreak e.g. Single health region.
Outbreak Setting Type	Filters the outbreak setting. Where the outbreak occurred.
Outbreak Setting	Filtered by outbreak setting type.
Outbreak Description	The first 100 characters of the outbreak description.
Epi Markers	Epi Markers. If there is more than one epi marker they will be concatenated within the cell.
Linked Cases	Count of investigations linked to the outbreak whose classification group = case

Linked Contacts	Count of investigations linked to the outbreak whose classification group = contact.
Aggregate Cases	Count of aggregate numbers recorded for case classifications.
Aggregate Contacts	Count of aggregate numbers recorded for contact classifications.

5. Report is assigned to the following User Roles

- MB CDI MBHEALTH SURVEILLANCE

- MB CDI EPI ANALYST

- MB CDI MEDICAL OFFICER

- MB CDI PUBLIC HEALTH COORDINATOR

- MB CDI PUBLIC HEALTH NURSE

- MB CDI PUBLIC HEALTH NURSE CLOSE

6. Report Description

Report Output: The report will be generated in Microsoft Excel

Data Source: Operational data from the PHIMS Database

7. Sample Report

MB3101A-Outbreak Search

The purpose of the Outbreak Search Report is to provide a list of outbreaks across the province. Users will be able to filter by region(s) or review all outbreaks.

Confidentiality Notice: *This report may contain **confidential** personal health information and is intended to be used for internal Public Health program use only. Disclosure of any information in any report may only occur where the disclosure is authorized in the PHIMS Report User Guides. Any unauthorized use, disclosure, retention, storage, destruction or distribution is **strictly prohibited**.*

Date Generated: 2021-Oct-18 15:31

Report Parameters

Report Date (Received) From:	2021-Oct-01
Report Date (Received) To:	2021-Oct-18
Outbreak Status:	Closed, Open
Outbreak Type:	No Filter
Disease:	No Filter
Responsible Org:	No Filter

Outbreak ID	Outbreak Name	Alternate ID	Alternate Source	Earliest Reported Date	Date Outbreak Declared	Date Outbreak Dec
13	Birthday Party	52.309	Cluster Code	2021-Oct-01	2021-Oct-04	
4	Christine	1234	Cluster Code	2021-Oct-07		
11	Susan's Test Outbreak	MB121	Outbreak Code	2021-Oct-12		
6	School Arborgate Grade 4	OB_445_7	Cluster Code	2021-Oct-13		
8	Testing 3 role permission	OB_254_87A	Cluster Code	2021-Oct-13		
10	measles nh			2021-Oct-13		
12	Measles Outbreak			2021-Oct-15		