

Figure 2.

The screenshot shows a web form for creating an incident. The form fields are as follows:

| ID-01 | * Last Name | * First Name | Middle Name | Name Suffix | DOB | Age | Gender | Phone Number |
|-------|-------------|--------------|-------------|-------------|------------|-----|--------|--------------|
| | Bear | Panda | | | 12/11/1982 | 33 | Male | |

| Street Address | Apartment | City | State | Zip | Jurisdiction | Investigator |
|------------------------|-----------|----------|-------|-------|--------------|--------------|
| 850 Marina Bay Parkway | | Richmond | CA | 94804 | Contra Costa | |

Race options: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, Other, Unknown, White

Reported Race: Type of Contact: Date:

Priority: Status: Medication Used:

Buttons: Create Incident, Create Investigation, Delete, Add, Back, Next, Save, Cancel, Print Tab

A dialog box titled "Message from webpage" is overlaid on the form. It contains a question mark icon and the text: "Please confirm that you want to turn this Contact into an Incident." The dialog box has "OK" and "Cancel" buttons. A red number "5" is placed above the dialog box.

6. Click on new DI Incident link to go to the partner's new Incident (Figure 3).

Figure 3.

The screenshot shows a web form for creating a new incident. The form fields are as follows:

| ID-01 | * Last Name | * First Name | Middle Name | Name Suffix | DOB | Age | Gender | Phone Number |
|-------|-------------|--------------|-------------|-------------|------------|-----|--------|--------------|
| | Bear | Panda | | | 12/11/1982 | 33 | Male | |

| Street Address | Apartment | City | State | Zip | Jurisdiction | Investigator |
|------------------------|-----------|----------|-------|-------|--------------|--------------|
| 850 Marina Bay Parkway | | Richmond | CA | 94804 | Contra Costa | |

Race options: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, Other, Unknown, White

Reported Race: Type of Contact: Date of Contact: Exposure Event: Cluster ID:

Priority: Status: Medication Used: E-mail Address: Other Electronic Contact Information:

Buttons: Patient, Clinical Info., Laboratory Info., Hlth Dpt Follow-up, STD Contacts, Case Investigation, Link Patient

A red number "6" is placed over the "DI 335232" label in the bottom left corner.

- On the partner's Patient tab, the Disease Condition will default to "Contact to Syphilis". Name, address, race, and gender will carry over from the Contacts (systems) entry (Figure 4).

Figure 4.

Patient: Bear, Panda
 Incident ID: 335232
 Process Status: Entered
 DOB: 12/11/1982
 Disease: Contact to Syphilis
 Resolution Status: Suspect

Patient Clinical Info. Laboratory Info. Hlth Dpt Follow-up STD Contacts Case Investigation

* Disease Being Reported Contact to Syphilis 7

* Last Name: Bear * First Name: Panda Middle Name: Name Suffix: Primary Language:
 SSN: DOB (MM/DD/YYYY): 12/11/1982 Age: 33 Months: Days: * Ethnicity: Not Hispanic or Latino
 Address Number & Street: 850 Marina Bay Parkway Apartment/Unit Number:
 City: Richmond State: CA Zip: 94804 * Race:
 Census Tract: County of Residence: Country of Residence: American Indian or Alaska Native
 Country of Birth: Date of Arrival (MM/DD/YYYY): Asian
 Black or African American
 Native Hawaiian or Other Pacific Islander
 Other

Home Telephone Cellular Phone / Pager Work/School Telephone

- Enter required information on the partner's Patient tab.
- On the partner's Health Department Follow-up tab, enter the "Date investigation initiated" to activate the investigation (Figure 5). Enter information in each section as appropriate for the investigation.

Figure 5.

Patient Clinical Info. Laboratory Info. Hlth Dpt Follow-up STD Contacts Case Investigation

SPECIAL INSTRUCTION

If this incident was created from a positive test (i.e., not a partner referral), then you can leave the "Date investigation initiated" field blank and proceed to the "HIV Test & Linkage to Care" section.

INVESTIGATION INITIATED

Date investigation initiated 9 Date assigned to investigator
 Initiating agency Investigating agency
 Investigator name (if not NPJ or Out of State)

REFERRAL TO HEALTH DEPARTMENT

10. On the partner's Case Investigation tab, choose the jurisdiction of residence.
11. Assign this Incident to the appropriate investigator by selecting from the drop-down menu.
12. Select the appropriate Process Status (default: Entered).
13. Select the appropriate Resolution Status (default: Suspect)
14. Click "Submit" to save Incident in CalREDIE.

You have now successfully accomplished:

Creating a new Incident for a STD partner investigation, and generating a link between the index case and partner in CalREDIE!