CDRSS

Influenza Like Illness (ILI)

Surveillance Module

User Guide

Communicable Disease R and Surveillance Sys	Reporting stem
Geocoding Notes Case Definitions NJ Reporti	ing Regs Training
new jersey department of health	System Announcements CDRSTRAIN@doh.state.nj.us
Welcome to the New Jersey's Communicable Disease Reporting and Surveillance System (CDRSS). Username: Password:	For all other questions and
Forgot Password?	
Sign On All local public health agencies are required to complete their 2013 cases by Monday March 31,	System Help CDRSS HELP DESK 609-826-4749
2014. NJDOH will approve cases by Wednesday April 30, 2014. The 2013 MMWR year extends from Dec 30, 2012 to Dec 28, 2013.	Contact Us
Regularly check release notes for updated functionality. The release notes are available under Resources menu on the left navigation bar within CDRSS	INFECTIOUS AND 200N0TIC DISEASE PROGRAM - 609-826-5964 VACCINE PREVENTABLE DISEASE PROGRAM - 609-826-4861 STD PROGRAM - 609-826-4869

ILI reporting will be accepted between Tuesday 12:00am and Thursday 5pm. Anytime after Thursday 5pm, only CDS staff will be able to add or edit surveillance reports for that week.

After signing onto CDRSS, perform the following steps to get to the ILI Reporting feature.

Click Surveillance Click ILI Click Data Entry

Currently the report day is set up for Tuesday. You need to select Tuesday as the start and end date to view and enter data for your facility.

	Communicable Disease Reporting and Surveillance System
- Surveillance ILI ⁱ Data Entry	Data Entry View Reports NJ Statistics
L. View Reports L. NJ Statistics L. Influenza Activity Reports L. RSV Surveillance	▶ ILI Surveillance Reporting Search Criteria:
+ Resources	Start Date: 01/28/2014 🔻 End Date: 01/28/2014 💌
+ Personalize - Log Off System	Select Surveillance Entity
	ALMOND ROAD PRE-SCHOOL (ILI) BACON ELEMENTARY SCHOOL (ILI) BISHOP MCCARTHY RESIDENCE (ILI) CASIMER M DALLAGO EARLY CHILDHOOD CENTER (ILI) CHILD FAMILY CENTER (ILI) DANE BADES ELEMENTARY (ILI)
	SelectAll Select De-Select

A list of surveillance entities in the Users jurisdiction will be displayed, including long-term care facilities, hospital, and schools. Select those entities for which you will be entering data. This will allow you to complete reporting in one step.

After selecting which entities need to be reported click SEARCH.

For schools the total number of enrolled students should be reported along with students absent on Tuesday of the surveillance week. For long-term care facilities it is total number of residents along with total number of residents with ILI symptoms. For hospitals that report FLU/RSV data, please enter the total number of tests performed the previous week along with the number positive.

	Communicable Disease Reporting and Surveillance System
- Surveillance	Data Entry View Reports NJ Statistics
Im View Reports Im NJ Statistics Im Influenza Activity Reports	> ILI Surveillance Reporting
+ Resources	Start Date: 01/28/2014 • End Date: 01/28/2014 •
+ Personalize	
- Log Off System	Select Surveillance Entity
	ALMOND ROAD PRE-SCHOOL (ILI) BACON ELEMENTARY SCHOOL (ILI) BISHOP MCCARTHY RESIDENCE (ILI) CASIMER M DALLAGO EARLY CHILDHOOD CENTER (ILI) CHILD FANILY CENTER (ILI) DANE BARSE ELEMENTARY (ILI)
	SelectAll DeSelectAll Select De-Select

All entities (within the Users jurisdiction) for the current reporting period will be displayed by county, then by category in alphabetical order.

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Reports RSV Samellance	Search 0	hiteria:						545		
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		1				EARCH				
		Instru	ations: P	iea Fe	se follow the	ese data ir that pa	entry gui rticular fa	delines based cility:	on the	
		REPORT	AT TYPE	<u> </u>	1	OLUNN A		COLL	HN B	
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			Please h are	iota	2: Reporting editable, ple	dates an	d times w act DHSS	hose values a staff to chang	re displaye e these valu	din
	Report	Date: 01/	20/2014	12	14A 00:00					
	Report					COLUMN A	COLUMNY.	Predeminant	Symptom	
	School	ALMOND ROAD PRE- SCHOOL	VINELAN	0.0	UNBERLAND		a Reports	UKNOWS RESPIRATOR SASTROINTS	Y STINAL	
	School	BACON	MILLVILL	E	UHBERLAND		Ē	UKNOWN	× 2	_

Following the guidelines listed below; enter the appropriate numbers in Column A and Column B for each entity/facility.

Submit Reset Cancel

REPORT TYPE		COLUMN A	COLUMN B
Nursing Home		# Nursing Home Residents	# with Influenze like Illness on Surveillance Date
School		Total # of Students	# Absent on Surveillance Date
Hospital	ILI	# Patients Encountered on Surveillance Date	# Patients Diagnosed with Influenza like Illness
	RSV	Total # of Tests	# Positive(+) RSV
	Flu	Total # of Tests	# Positive(+) Flu

Instructions: Please follow these data entry guidelines based on the Report Type for that particular facility:



If the Predominant Symptoms for ILI are known, select it from the list.



SelectAl DeSelectAl Select DeSelect DeSelect

ALMOND ROAD IRRE-SCHOOL (ILI) BACON ELEMENTARY SCHOOL (ILI) BISHOP NCOARTHY RESIDENCE (ILI) CHILD PAMILY CENTER (ILI)

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Instructions: Please follow these data entry guidelines based on the Report Type for that particular facility:

REPORT TYPE		COLUMNIA	COLUMNIE
Nursing Home		Horsing Home Residents	 with Influence like Illienz on Surveillance Date
School		Total + of Students	 Absect on Surveillance Date
Hospital	111	Patients Encountered on Surveillance Date	 Patientz Diagnozed with Diffuenza like Illness
	RSV	Total + of Texts	 Positive(*) RSV
	Flu	Total • of Texts	 Positive(*) Flu

Please Note: Reporting dates and times whose values are displayed in grey are uneditable, please contact DHSS staff to change these values

Report Date: 01/28/2014 12:00:00 AM

Report Type	Facility Name	city	Country	COLONN A Total #	d Reported	Predominant Symptoms (optional)	Consecuto (optional)
School	ALMOND ROAD PRE- SCHOOL	VINELAND	CUMBERLAND	191	68	GASTROINTESTINAL	
School	RACON ELEMENTARY SCHOOL	MILLVILLE	CUMBERLAND	160	72	UKNOWN RESPIRATORY GASTROINTESTINAL	1
			Submit		Reset	Canter	

Comments

Comments would be used for any anomalies an entity may have reported. Examples:

- 1. A LTC facility reports a high number of patients with ILI and then comments that they have had 5 positive labs for influenza.
- 2. A school indicates a high absenteeism rate and then indicates that a local fair takes place at this time and they always see a large number of kids absent.

	Communic and S	able Disease Repor urveillance System	ting Nu Health Dr. Josef Department of Bach
Surveillance Data Entry View Reports View Reports Influence Activity Reports Reports	Data Entry Vaco H > ILT Surveillance Reportin Search Collega	eports NJ Basinalius	
+ Resources	Start Date: 01/28/201	4 T Es	Date: 01/28/2014
+ Personalize			
- Log Off System	Select Surveillance Entity		
	SOUTH JEES SOUTH JEES SOUTH JEES SOUTH JEES SOUTH JEES	EY HEALTHCARE-REGIONAL MED EY HEALTHCARE-REGIONAL MED EY HOSPITAL - BRIDGETON (ILL) EY HOSPITAL - BRIDGETON (RS EY HOSPITAL -ELMER (ILL) EY HOSPITAL -ELMER (RSV)	
		SelectAll DeSelectAll Select De-Select	
	ALMORD NO BACON BLEM BIBHOP NGC CHILD PAND	AD PRE-SCHOOL (ILI) ENTARY SCHOOL (ILI) ARTHY RESIDENCE (ILI) Y CENTER (ILI)	
		(SEARCH)	
	Instructions: PI	ease follow these data entry Report Type for that particul	guidelines based on the ar facility:
	REPORT TYPE	COLUMN A	COLUMN D
	Provide Provide	 Number Promise Residents 	Samaillance Date
	Schul	Tetal # of Students	 Absent as Samailance Data

Mutual ang Morana		Nuising Horse Residents	 with Influence like Dinect as Garaellance Date
üchnel	1	Tetal # of Students	· Abzent sa Garaallance Data
Hospital	111	Patients Encountered as Surreillance Data	 Patients Diagnosed with Inflaesse like Divers
6	RSY	Tetal # of Tests	Paskiss(4) RSV
	Pla.	Tetal + of Tests	• Parkine(+) Flu

Please Note: Reporting dates and times whose values are displayed in grey are uneditable, please contact DHSS staff to change these values

Report Date: 01/28/2014 12:00:00 AM Comments (optional) Facility Name County INP 114 Testal a (-ette ALMOND ROAD PRE-RCHOOL VINELAND CUNKERLAND ASTRODUTESTINAL FEVER. 1.811 68 BACON ELEMENTAR SCHOOL School MILLVILLE CUMBERLAND 72 Large number absent due to field trip 1.60 UNIOWH RESPERATORY × GASTRODITESTINAL Sidereit Reset Cancel

RSV/FLU

Any RSV/FLU information that has been collected should be entered in the appropriate boxes. Hospitals that collect RSV/FLU data will appear thrice on the Select Surveillance Entity search list, for ILI and ofor RSV and FLU. Only FLU and RSV data needs to be reported in the ILI module, NJDOH enters in ILI data for all acute care facilities with data taken from both Epicenter and Hippocrates. When reporting RSV/FLU, the total number of tests performed the previous week with the number positive should be reported. When reporting FLU, the comment box can be used to indicate the number of influenza tests that are positive for influenza A or B. (eg. A-10, B-5)



<u>Please Note</u>: Reporting dates and times whose values are displayed in grey are uneditable, please contact DHSS staff to change these values

Report Type	Facility Name	City	County	COLUMN A Total #	COLUMN 8 # Reported	Predominant Symptoms (optional)	Comments (eptional)
School	ALMOND ROAD PRE- SCHOOL	VINELAND	CUMBERLAND			UKNOWN RESPIRATORY GASTROINTESTINAL	
Scheel	BACON ELEMENTARY SCHOOL	MILLVILLE	CUMBERLAND			UKNOWN RESPIRATORY GASTROINTESTINAL	
Hospital RSV	SOUTH JERSEY HOSPITAL -	VINELAND	CUMBERLAND	6	4	Not Applicable	
	BRIDGETON						

Once the user receives the message below, they know they have successfully completed entering the surveillance information.

	Communicable Disease Reporting and Surveillance System	
- Surveillance		
III		
Influenza Activity	The Surveillance Data has been successfully entered int	o the database.
The RSV Surveillance		
+ Resources	Report Additional Surveillance Data or make a selection fr	om the side menu.
+ Personalize		
- Log Off System		

**Remember: Information can be edited until the close of the reporting period.

Reports:

There are several ways to run the View Reports for ILI Surveillance. The first is to view the reports for a date range.

	Communicable Disease Reporting and Surveillance System
- Surveillance	Data Entry View Reports NJ Statistics
III Data Entry View Reports NJ Statistics Influenza Activity	▶ View Surveillance Reports
Reports	Date Criteria:
• RSV Surveillance Resources	Select 💿 Date Range 🔘 Specific Date Start Date: End Date:
+ Personalize	01/07/2014 💌 01/14/2014 💌
- Log Off System	Facility/County Criteria:
	By Facility 🔘 By County 🔘

Once the User selects By Facility, they will receive a list of all facilities in their jurisdiction. They may select to only view one facility type, or they may view all facility types.

	Communicable Disease Reporting and Surveillance System
- Surveillance	Data Entry View Reports NJ Statistics
La Elity La View Reports La Distatistics La Influenza Activity Reports	→ View Surveillance Reports Date Criteria:
ⁱ RSV Surveillance	Select 💿 Date Range 🔘 Specific Date
+ Resources	Start Date: End Date:
+ Personalize	01/07/2014 💌 01/14/2014 💌
	By Facility By County Facility Type: Hospital Nursing Home School Select Facility
	Available ALMOND ROAD PRE-SCHOOL (ILI) BACON ELEMENTARY SCHOOL (ILI) BISHOP MCCARTHY RESIDENCE (ILI) CASIMER M DALLAGO EARLY CHILDHOOD CENTER (ILI) CHILD FAMILY CENTER (ILI)
	Assign All UnAssign All Assign Un-Assign
	Report Format: Standard (.pdf) Comma Separated (.csv)

The User may select to view all, or assign specific facilities to view the report. The default format of the report is Standard (.pdf); the user may choose to select Comma Separated (.csv).

Communicable Disease Reporting and Surveillance System			CD	CDRSS SURVEILLANCE REPORT ILI REPORT BY FACILITY 01/13/2014 TO 01/17/2014									
urveillance late/Time	Entity Facilit	Name ly Type			Municipality County			Total Numbe Number Repor Percent Affect	er tædi tædi	Predominate Sy Comments	mptoms		
CUMBERLAND													
Transmit We	rek: 3												
1/14/2014 12:00	AM ALMO EDU	ND ROAD PRE-	SCHOOL (ILI)		VINELAND CUMBERLAND			192 20 10.42%		TOTAL = 2% RESPIRATORY GI = 1 (<1%) OTHER = 1 (<1%) UNKNOWN = 17	= 1 (<1%) 6) (8%)		
1/14/2014 12:00 AM BACON ELEMENTARY SCHOOL (ILI) EDU / ELEMENTARY					MILLVILLE CUMBERLAND			306 20 6.54%		UKNOWN 2 repiratory (asth 1 suspended, 3-1 instruction, 3 vac	UKNOWN 2 repratory (asthma) 1 suspended, 3- home instruction, 3 vacation		
1/14/2014 12:00	AM SOUT HOSP	H JERSEY HOS	PITAL -ELMER (P	15V)	VINELAND CUMBERLAND			No Data Reported					
TOTALS FOR 2	014 WEEK 3 - C	UMBERLAND C	OUNTY										
LTC 0	Reports 0	% LTC ILI 0.00 %	Enrolled EDU 2	Reports 2	% EDU Absent 8.03 %	HOSP 0	HOSP Reports 0	% HOSP ILI 0.00 %	# Positive RSV 0	Total RSV Tests 0	# Positive FLU 0	Total FLU Tests 0	
TOTALS FOR C Enrolled LTC 0	UMBERLAND C LTC Reports 0	NUNTY NLTC ILI 0.00 %	Enrolled EDU 2	EDU Reports 2	% EDU Absent 8.03 %	Enrolled HOSP 0	HOSP Reports 0	% HOSP ILI 0.00 %	# Positive RSV 0	Total RSV Tests 0	# Positive FLU 0	Total FLU Tests 0	
User Name: CA	ROTHERS, BAS	IBARA									Page	1 of 1	

.pdf

ILI BY FACILITY RE	PORT FRO	OM 01	/13/2	014 TO 01/	17/2014							
Surveillance Dat 1	[ransmit]	Year		Entity Nar	Facility Ty	Municipal	County	Total Num	Number F	Percent A	Predomin	Comment
1/14/2014 0:00	3		2014	ALMOND	EDU	VINELAND	CUMBERL	192	20	10.42		TOTAL =
1/14/2014 0:00	3		2014	BACON EL	EDU / ELEM	MILLVILLE	CUMBERL	306	20	6.54	UKNOWN	2
1/14/2014 0:00	3		2014	SOUTH JEF	HOSP	VINELAND	CUMBERL	No Data R	eported			
REPORT RUN: Jan	uary 30, 2	014 1	1:16		OTHERS, B	ARBARA						

.csv

This report sorts by the Surveillance Date and Time, then by the name of the facility. The user also has the ability to run this same report by specific date or specific county. The User can also run a NJ Statistics Report. This report does not display any individual entity, but it does display the entity type (Long Term Care, Schools, Hospital Emergency Dept.), the number of individuals enrolled in the surveillance system, the number of reports received for that week, and the percentage of individuals with ILI symptoms, or absent from school for that date. Since these are aggregate numbers, they are viewable by everyone who has access to the Surveillance Module.

The date used will always be Tuesday, since that is the day ILI Surveillance is reported. The time selected should be 12:00 a.m.

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I Data Entry View Reports NJ Statistics	•	New Jei	rsey Stati	stics Rep	ort					
" Influenza Activity	Dat	te Criteria:								
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Frequently Asked Questions

(Q) When can ILI data be entered?

(A)The ILI module of CDRSS opens at 12am Tuesday, and closes at 5pm Thursday every week. This also means that data cannot be entered from 5:01pm Thursday until 12:01 Tuesday morning. If you ever miss the reporting time frame, or have any other questions regarding the ILI module please feel free to email influenzaadvisorygroup@doh.state.nj.us

(Q) Why are the boxes "grayed out"?

(A) The data entry boxes become grayed when the surveillance module closes. The module opens at 12:01am Tuesday morning, and closes at 5pm Thursday evening. At all other times (e.g., 9am Friday), data cannot be entered into CDRSS ILI module.

(Q) I missed the reporting deadline for this past week/previous weeks. Can I still enter it into CDRSS?

(A) No. If you have late data/ data that were not entered for previous weeks, please email influenzaadvisorygroup@doh.state.nj.us with the name of the facility, surveillance date and numbers.

(Q) How can I add a school/LTC to CDRSS for surveillance?

(A)Please email the influenzaadvisorygroup@doh.state.nj.us with the name, address and a description of the facility (e.g., LTC, elementary, middle, high school). Once added, these facilities will be available for the next open surveillance date (e.g., a new facility added on Wednesday, will be available for data entry the following Tuesday).

(Q) How can I add a user to the ILI module?

(A) If the person is currently a CDRSS user, please email

influenzaadvisorygroup@doh.state.nj.us along with which facilities the user will need access to. If the person is not currently a CDRSS user, please email cdrsadmin@doh.state.nj.us to request access.

(Q) What data should be entered in the ILI module?

(A) After each entity, there is a designation of FLU, RSV, or ILI. When reporting FLU, please report the total number of rapid influenza tests performed the previous week, along with the total number positive. For RSV, again, please report the total number of rapid respiratory syncytial virus tests performed, along with the total number positive. For ILI reporting, if it is a school, please report the total number of enrolled students, along with the number of students absent on Tuesday . For long term care facilities, please report the total number of residents, along with the total number of residents with ILI- symptoms on the surveillance date. In the ILI module, there is also a reference at the top of the data entry listing this information (what and when to report).

(Q) What is the surveillance date for schools and long term care facilities?

(A) The surveillance date is Tuesday. For schools, the total number of enrolled students should be reported, along with students absent on Tuesday of that week. For long term care facilities, the total number of residents should be reported, along with the number of residents with ILI symptoms on Tuesday of that week.

(Q) What is the comment box for?

(A) The comment box can be used for numerous purposes. Some examples of text included in the comment box are: "School-wide field trip on Tuesday- many students absent" or a LTC facility reports a high number of patients with ILI and then comments that they have had 5 positive labs for influenza.

Also, if possible, when reporting FLU testing, the comment box can be used to indicate the number of rapid influenza tests that are positive for influenza A, and those that are positive for influenza B (e.g., A-16, B-5).

(Q) When is it appropriate to use the "Predominant Symptoms" selection?

(A) This list is most useful to schools, when reporting absenteeism. A user can select the most common complaints, or could also use the comment box to specify predominant symptoms.

(Q) What is considered ILI in long-term care facilities (LTC)?

Residents experiencing an illness that is characterized by fever and symptoms compatible with influenza (headache, change in mental status, lethargy, productive or non-productive cough, sore throat, runny or stuffy nose, or muscle aches). Please note that fever is often difficult to measure in elderly residents, therefore, the definition of fever to be used for ILI surveillance is a resident experiencing a temperature >100° F OR 2 degrees above established baseline for that resident.

(Q) Do I need to enter data for hospitals?

(A) NJDOH enters in ILI data for all acute care facilities. However, FLU and RSV data for acute care facilities still needs to be reported by local health departments.

(Q) What is considered ILI in acute care facilities?

(A) NJDOH takes data from both EpiCenter and Hippocrates to determine total number of hospital registrations, as well as total number of "ILI" registrations per surveillance date. Local Health Departments do not need to input this number, but do need to input surveillance data for both FLU and RSV for these facilities.

(Q) Why does my school have "ILI" after it? Am I not just reporting absentee rates?

(A) For schools, the total number of students currently enrolled should be reported, along with total number of students absent on Tuesday. Though not all students may be ill with ILI, NJDOH finds that overall school absentee rates are a good surveillance measure for overall Influenza surveillance.

(Q) How can I make changes to facilities (e.g., name, address, no longer reporting)?

(A) Please email influenzaadvisorygroup@doh.state.nj.us with any changes you may have. Currently, facility names cannot be changed in CDRSS. NJDOH can help to determine if a name change is necessary, and also the proper steps to take to make those changes. Addresses, city names, and type of facility can be changed.

(Q) How can I delete a facility?

(A) Please email influenzaadvisorygroup@doh.state.nj.us with any facility that is no longer reporting.

(Q) What does NJDOH do with these numbers?

(A) NJDOH uses these numbers year-round and they get included in the Influenza Surveillance system. During the influenza season, this data is reported in the Weekly Flu Activity Report and these weekly reports can be found here: <u>http://www.state.nj.us/health/flu/fluinfo.shtml</u>