CASE MANAGEMENT OF INDEX CASES AND THEIR CONTACTS

There are a variety of ways to track/follow up with the case management needed for hepatitis B index cases (acute, chronic), and their household, sexual and/or needle-sharing contacts. No matter what system is used it's important to know how and when to notify index cases and their contacts with appropriate interventions (immunizations and/or laboratory testing) and their due dates.

Household, sexual contacts and needle sharing contacts to all hepatitis infected individuals should to be linked, especially for women who are currently pregnant or women that have given birth in last 24 months (these contacts should be entered as linked contacts to the woman's event). The events should contain vaccination and testing data and be assigned to state Prenatal Case Management (PCM). If one of these contacts is found through testing to be HBsAg, HBV DNA, HBeAg (+), the case must be reported to the State Disease Registrar as a new event.

NOTE ABOUT TRACKING SYSTEMS:

Tracking programs should generate a reminder sometime before the next intervention (i.e.: immunization, lab test) is due. If the client does not come in for two weeks after the intervention is due, another reminder should be generated to contact and remind the client. Contacting the primary health care provider of the intervention and when its due to acceptable to ensure the interventions (vaccination and/or laboratory testing) were in fact completed.

Below is an example of an adequate tracking methods for Hepatitis B events and their contacts. Any method of tracking events is acceptable so long as they allow for timely follow-up for testing and/or vaccination.

1. **NC EDSS**

The NC EDSS ***TASK*** feature provides a method to track or follow-up the interventions needed for cases. By creating a task which notes the required implementation date, the nurse can assure that interventions are provided at the scheduled dates and times.

To create a TASK in NC EDSS:

- Open the specific hepatitis B event.
- Click on the TASK button on the Toolbar.
- On the TASK screen, click on "ADD EVENT TASK."
- Select the type of task from the dropdown list (usually this is Workload Distribution).
- Select the status of the task (this will be "Pending" when creating the event and "Completed" when the intervention has been completed).

- Select the priority of the task (if necessary) and set a due date for the task (the due date relates to the scheduled intervention).
- Enter a brief description of the task to be done. Add notes to clarify, if needed.
- Select the user who is responsible for completing the task by searching for the NC EDSS username. Click on the username, then click SELECT.
- Click the SAVE button at the bottom of the page.
- The TASK will be displayed on the overall workflow page at the bottom under Task Specific Monitors, OPEN TASKS CREATED BY ME.
- To access the task, click on DETAILS on the right-hand side of the workflow.

To access the NC EDSS user manual, click on the question mark to the left of where you enter case event numbers. Chapter 5 covers tasks.