

<p>Contact Investigation - Closing</p>	<p>Name of Activity: Contact Investigation - Closing Role performing Activity: CDC Nurse, PHI or Admin. Staff</p>		
<p>Panorama – IOM WORK STANDARD</p>	<p>Location:</p>		<p>Department:</p>
	<p>Document Owner:</p>		
	<p>Date Prepared: April 12, 2018</p>	<p>Last Revision: July 2022</p>	<p>Date Approved:</p>
<p>Essential Tasks: Client in context and Contact Investigation in Context.</p>			
	<p>Contact investigations in Panorama are required for identifiable contacts to certain diseases (HIV, Syphilis, HB acute) but the documentation of the Contact followup may be done in one of the following; a) the Panorama investigation, b) using another databases or, c) paper – <u>duplication is not needed</u>. If documentation will be in Panorama - SEE Contact Investigation – Updating – IOM WS</p>		
<p>1.</p>	<p>INVESTIGATION > INVESTIGATION DETAILS > DISEASE SUMMARY Update investigation details as needed:</p> <ul style="list-style-type: none"> ➤ Click “Add” Button (The ADD button is found in the Row Actions) <ul style="list-style-type: none"> ○ This will bring up the Disease Event Details page ➤ Disease origin –<i>leave blank</i> ➤ Living on reserve – DO NOT USE ➤ Confirm Disease and Microgranism are correct – will be pre-populated ➤ If Investigation Classification needs to be updated: <ul style="list-style-type: none"> ○ Scroll to bottom of the page ○ Click on radio Button beside classification ○ Click on “Update” Button in greyed row actions ○ Update Classification – Select from drop down list ○ Click on “Apply Update” Button ○ Click on “SAVE” Button 		
<p>3.</p>	<p>INVESTIGATION>INVESTIGATION DETAILS>INVESTIGATION INFORMATION</p> <ul style="list-style-type: none"> ➤ Priority – Leave blank ➤ Select Disposition from drop down list ➤ Select Disposition Date – date of disposition change ➤ Select Client Home Address at the time of the infection. <ul style="list-style-type: none"> ○ SEE policy Address at time of the infection field ➤ Do not use DIAGNOSIS field – only used for AIDs Defining ➤ Click on “SAVE” Button ➤ Click on “Close investigation” Button ➤ Click on “Close investigation” Button ➤ A pop up box will appear on screen “Do you want to close?” ➤ Click on “Ok” Button 		