

STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

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Updated Guidance for Online Provider Reporting of 2019 Novel Coronavirus (COVID-19) Cases May 5, 2020

The Connecticut Department of Public Health (DPH) is providing updated guidance for providers on reporting of COVID-19 cases in accordance with State of Connecticut reportable disease requirements.

What to report?

- Providers must complete a COVID-19 Case Report Form (CRF) for patients with **any positive laboratory finding** of SARS-CoV-2, the virus that causes COVID-19 disease.
- If a patient tests positive multiple times, a new CRF should be submitted for any positive test $\geq$ 30 days since the last positive test (although this is expected to be uncommon).

Please complete the CRF with as much information as possible, including patient identified race and ethnicity.

Who should report?

- In the hospital setting (e.g., in-patients, ED, hospital healthcare workers), CRFs are typically completed by the infection control team.
- Outside of the hospital setting, the provider who ordered the SARS-CoV-2 test should complete the CRF.
- Laboratories do not complete CRFs.

How to report?

There are two online mechanisms to report COVID-19 cases. Online reporting will speed the collection and dissemination of critical information during the COVID-19 pandemic.

- **All providers** can report cases of COVID-19 by using the **Online COVID-19 Provider Case Report Form**. Reports for CT residents only should be submitted. This online form can be accessed by any web browser. <https://dphsubmissions.ct.gov/Covid/InitiateCovidReport>
- **Hospital Infection Preventionists** can report directly through the Connecticut Electronic Disease Surveillance System (CTEDSS) (requires prior user approval and enrollment). <https://edss.dph.ct.gov>

Reporting to DPH by using the online form or CTEDSS also meets the requirement for reporting to local health departments; local health departments can access case report forms for residents of their jurisdictions through CTEDSS.

Providers who are unable to report cases of COVID-19 online can contact the DPH Epidemiology and Emerging Infections Program (EEIP) at dph.eeip@ct.gov to request a PDF version of the current CRF to complete and return by fax.



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