TO: Outpatient Clinics and Laboratory Directors
FROM: Acting Commissioner Deidre S. Gifford, MD, MPH
CC: Deputy Commissioner Heather Aaron, MPH, LNHA
Adelita Orefice, MPM, JD, CHC, Senior Advisor to the Commissioner
Barbara Cass, RN., Branch Chief, Healthcare Quality and Safety Branch
Donna Ortelle, Section Chief, Facility Licensing and Investigations Section
Matthew L. Cartter, MD, MPH, State Epidemiologist & Director of Infectious Disease
Laurie Ann Wagner, Department of Social Services

DATE: December 18, 2020
SUBJECT: Reporting Requirements for SARS-COV-2 Test Results

Complete and timely reporting of laboratory results for SARS-COV-2 is critical for COVID-19 public health response activities at the Connecticut Department of Public Health (DPH) and by Local Health Departments. The addition of SARS-COV-2 and COVID-19 to the List of Reportable Diseases, Emergency Illnesses and Health Conditions on February 5, 2020 by the Commissioner of the Department of Public Health requires that laboratories must collect and report the following:

1. Full name, address, date of birth, age, gender, race/ethnicity, and occupation of each person identified with a positive SARS-COV-2 test result;
2. Full name, address, and phone number of the provider ordering the test;
3. The test method used to identify SARS-COV-2, test results, and date of collection;
4. Other information as required including phone number(s) of the person found with a positive SARS-COV-2 nucleic acid or antigen result.
At this time, we request that laboratories please review your test order and data collection processes to ensure that you are collecting all required data elements and that no new processes have been recently implemented that may prevent providers ordering tests from including these data elements (e.g., changes to order interfaces, implementing a new result reporting process, or storing data in a new data system or field).

The Department of Public Health is hopeful that any reporting issues may be identified and resolved by bringing this issue to your attention. The Department will consider enforcement actions for providers or laboratories that do not comply with reporting requirements.

If you have further questions or information about this issue, please contact DPH.InformaticsLab@ct.gov.