Kentucky Health Information Exchange (KHIE)

Other Reportable Conditions Case Report: Novel Influenza A Virus

Quick Reference Guide

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Illustrations

Illustrations contained herein are intended for example purposes only. The patients and providers depicted in these examples are fictitious. Any similarity to actual patients or providers is purely coincidental. Screenshots contained in this document may differ from the current version of the HealthInteractive asset.

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1   Introduction

Overview

This training manual covers the unique functionalities for the Novel Influenza A Virus condition in the Other Reportable Conditions eICR Form in the ePartnerViewer. The Novel Influenza A Virus condition contains a unique *Specimen Details* section on the **Laboratory Information** screen. All other screens for the Novel Influenza A Virus condition follow the generic workflow for the Other Reportable Conditions Case Report. For specific information about the Other Reportable Conditions Case Report, please review the ***Direct Data Entry for Case Reports: Other Reportable Conditions User Guide***.

Users with the *Manual Case Reporter* role can submit case reports from the ePartnerViewer by completing an online case report. The process generates a manual electronic initial case report (eICR) which is routed to the Kentucky Department for Public Health (KDPH). All examples and screenshots used in this guide are simulated with mock data; no Protected Health Information (PHI) is present.

> **Please Note:** All screenshots shown throughout this document reflect how Users would interact with the ePartnerViewer while using a desktop or tablet device. While core functionality remains the same across multiple devices, interface components may vary in presentation.

Supported Web Browsers

Users must access the ePartnerViewer with a supported web browser. The ePartnerViewer is configured to support the following modern browsers on desktop, tablet, and mobile devices:

Desktop Browser Version	Mobile Browser Version
Microsoft Edge	
Version 44+	Version 40+
Google Chrome	
Version 70+	Version 70+
Mozilla Firefox	
Version 48+	Version 48+
Apple Safari	
Version 9+	iOS 11+

> **Please Note:** The ePartnerViewer does **not** support Microsoft Internet Explorer. To access the ePartnerViewer, Users must use a modern browser such as Google Chrome, Microsoft Edge, Apple Safari, or Mozilla Firefox.

Mobile Device Considerations

The ePartnerViewer is based on responsive design. This means it renders in the best format based on the user's device size. Responsive design applies to mobile, tablet, and desktop devices. Tablet devices in landscape display mode are considered desktop.

Accessing the ePartnerViewer

To access the ePartnerViewer, Users must meet the following specifications:

1. Users must be part of an organization with a signed Participation Agreement with KHIE.

2. Users are required to have a Kentucky Online Gateway (KOG) account.

3. Users are required to complete Multi-Factor Authentication (MFA).

> **Please Note**: For specific information about creating a Kentucky Online Gateway (KOG) account and how to complete MFA, please review the ***ePartnerViewer Login: Kentucky Online Gateway (KOG) and Okta Verify Multi-Factor Authentication (MFA) User Guide***.

2   Laboratory Information

1. On the **Laboratory Information** screen, a message displays at the top stating that no laboratory information is captured for this condition. Users have the option to enter specimen details for the patient.

2. Under the *Specimen Details* section, select the **appropriate answer** for the field: *Was a specimen sent to the Division of Laboratory Services?*

3. If *Yes* is selected, the subsequent fields on the screen are enabled.

Please Note: If *No* or *Unknown* is selected, all the subsequent fields on the screen are disabled.

4. Enter the **Specimen Collection Date**. If the specimen collection date is unknown, click the *Unknown* checkbox.

5. Select the **appropriate answer** for the field: *Was the result received from the Division of Laboratory Services?*

• If *Yes* is selected, the subsequent textbox is enabled. Enter the **appropriate novel subtype** in the field: *If yes, please enter the novel subtype identified by the Division of Laboratory Services.*

6. Once the **Laboratory Information** screen is complete, click **Next** to proceed to the **Applicable Symptoms** screen.

Please Note: From this point forward, the workflow screens are the same as Other Reportable Conditions Case Reports. Please review the ***Direct Data Entry for Case Reports: Other Reportable Conditions User Guide*** for more information.

3   Technical Support

Toll-Free Telephone Support

For questions and assistance regarding the ePartnerViewer, please call 1 (800) 633-6283.

Email Support

To submit questions or request support regarding the ePartnerViewer, please email **KHIESupport@ky.gov**.

> **Please Note**: To seek assistance or log issues, you can use the **Support Tab** located in the blue navigation bar at the top of the screen in the ePartnerViewer.