



Quick Start Guide for *Public Health Users: Isolation Workflow*

1 What data can I access? What actions can I take?

You will only have access to the monitorees associated with your assigned jurisdiction. Your role allows you to:

- Toggle between Exposure / Isolation Monitoring workflows
- View monitoring line lists of monitorees in assigned jurisdiction
- Modify/view enrollment details of monitorees in jurisdiction, including contact and exposure information
- Manage monitorees, to include:
 - Move case between line lists, view/add/modify daily symptom reports, add comments, document lab results, transfer case to another jurisdiction, end isolation monitoring
- View and export analytics summary for monitorees in jurisdiction
- Batch import new cases
- Export case records



COVID-19 Recovery Definitions

- Two negative lab results AND at least 24 hours since last report of fever without fever-reducing medication
- More than 10 days since onset of symptoms AND 72 hours since resolution of fever without fever-reducing medication
- More than 10 days since report date of positive lab test and no reported symptoms

2 What does each isolation dashboard line list represent?

Monitorees will appear on a line list if they meet criteria for that list. Regardless of status, all monitorees will appear on "All Cases."

<p>Records Requiring Review (Active Monitoring): Have preliminarily met the recovery definition and require review by a public health user (once confirmed, user can move monitoree record to closed). Does not receive daily notifications.</p>	<p>Non-Reporting (Active Monitoring): Have not reported monitoring observations within expected time period (e.g., 24 hours) and have not met the recovery definition. Receives daily notifications. Requires public health follow up.</p>	<p>Reporting (Active Monitoring): Have reported (either symptoms or no symptoms) within expected time period and have not met either recovery definition. Receives daily notifications.</p>	<p>All Cases: Shows <u>all</u> monitorees in the jurisdiction who are currently being monitored while in isolation.</p>
<p>Closed (Not Monitoring): No longer being monitored. Sara Alert does not automatically close records requiring review. Daily notifications will stop.</p>	<p>Transfer In: Has been transferred from another jurisdiction within the last 24 hours. Will also show on the appropriate "Active Monitoring" (records requiring review, non-reporting, or reporting) or "Closed" line list, depending upon record values.</p>	<p>Transfer Out: Has been transferred to another jurisdiction. Original jurisdiction will no longer have access to record details. Will remain on this line list for 14 days but will not appear on any other line lists for the original jurisdiction.</p>	<p>All questions, issues, and feature requests should be submitted via email to the Sara Alert Help Desk. Emails are monitored Monday-Friday, 8am-5pm ET</p>