



**Sara Alert** <sup>TM</sup>  
Secure monitoring and reporting for public health

# Data Dictionary

Software Version 1.37  
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# Introduction

This data dictionary is a guide to the data elements in the Sara Alert™ user interface, Import Template, and exported files. This document explains the meaning, system use, and allowed values for user-facing and system-generated fields. This document organizes data elements according to when a user is likely to encounter them, including by different sections of the user interface or in exported files. This document also identifies which roles have access to each data element and if a user can edit the value. This data dictionary is intended to supplement other user documentation, like the User Guide and Sara Alert Import Formatting Guidance, and not meant to replace them.

The latest Sara Alert Import Formatting Guidance is available in the user interface under the ‘**Import**’ button.

For information on the API, please visit: <https://github.com/SaraAlert/SaraAlert/wiki>

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Visit [saraalert.org](https://saraalert.org) for more information about Sara Alert, including FAQs, tutorial videos, and fact sheets. To send questions, comments, or other feedback related to Sara Alert, email [sarasupport@aimsplatform.com](mailto:sarasupport@aimsplatform.com).

# 1. Monitoree Details/Enrollment Wizard

The following data elements can be found during enrollment using the Enrollment Wizard, when viewing or editing the Monitoree Details section of a record, and in select import and export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, Public Health Enroller, and Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>WORKFLOW</b>	Categorical		Represents the workflow into which the monitoree is enrolled. The Exposure workflow is used to monitor contacts of known cases. The Isolation workflow is used to monitor probable and confirmed cases.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Exposure(contact)</li> <li>• Isolation (case)</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Drop-down selection in the Enrollment Wizard.  Also referred to as 'Current Workflow' in Custom Exports: Monitoree Details.  Data element is retained after purge.
<b>FIRST NAME</b>	String	≤ 200 Characters	Represents the monitoree's first name.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: &lt;free text&gt;</li> <li>• Import Template and Export: &lt;free text&gt; or &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Mandatory field in the Enrollment Wizard.  NULL only available through blank entry during import.
<b>MIDDLE NAME</b>	String	≤ 200 Characters	Represents the monitoree's middle name.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	NULL available in the Enrollment Wizard and through blank entry during import.
<b>LAST NAME</b>	String	≤ 200 Characters	Represents the monitoree's last name.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: &lt;free text&gt;</li> <li>• Import Template and Export: &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Mandatory field in the Enrollment Wizard.  NULL only available through blank entry during import.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>DATE OF BIRTH</b>	Date	8 Digits	Represents the monitoree's date of birth  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: MMDDYYYY Valid Range: 01/01/1900 to Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Appears as MM/DD/YYYY and referred to as 'DOB' in the User Interface.</p> <p>Mandatory field in the Enrollment Wizard.</p> <p>NULL only available through blank entry during import.</p>
<b>AGE</b>	Integer	≤ 3 Characters	Represents the monitoree's age at enrollment.  This field is generated from the DATE OF BIRTH variable and date of enrollment.	<ul style="list-style-type: none"> <li>• ###</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Auto-generated in the Enrollment Wizard.</p> <p>Age is not a supported field during import.</p> <p>Data element is retained after purge.</p>
<b>SEX AT BIRTH</b>	Categorical		Represents the monitoree's sex assigned at birth.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Female</li> <li>• Male</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard</p> <p>Also referred to as 'Birth Sex' in the User Interface.</p> <p>Also referred to as 'Sex' in the Line List CSV.</p> <p>Data element is retained after purge.</p>
<b>GENDER IDENTITY</b>	Categorical		Represents the monitoree's internal sense of their gender.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Male (identifies as male)</li> <li>• Female (identifies as female)</li> <li>• Transgender Male (Female-to-Male [FTM])</li> <li>• Transgender Female (Male-to-Female [MTF])</li> <li>• Genderqueer/gender nonconforming (Neither exclusively male nor female)</li> <li>• Another</li> <li>• Chose not to disclose</li> <li>• &lt;blank&gt;=NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard</p> <p>See Import Guidance when importing this field.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>SEXUAL ORIENTATION</b>	Categorical		Represents how the monitoree characterizes their attraction to others.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Straight or Heterosexual</li> <li>• Lesbian, Gay, or Homosexual</li> <li>• Bisexual</li> <li>• Another</li> <li>• Chose not to disclose</li> <li>• Don't know</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Drop-down selection in the Enrollment Wizard  See Import Guidance when importing this field.
<b>WHITE</b>	Boolean		Represents whether or not the monitoree's racial background is White.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Selected = White</li> <li>• Not selected = Not White OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Select all racial backgrounds that apply in Enrollment Wizard.  Data element is retained after purge.
<b>BLACK OR AFRICAN AMERICAN</b>	Boolean		Represents whether or not the monitoree's racial background is Black or African American.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Selected = Black or African American</li> <li>• Not selected = Not Black or African American OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Select all racial backgrounds that apply in Enrollment Wizard.  Data element is retained after purge.
<b>AMERICAN INDIAN OR ALASKAN NATIVE</b>	Boolean		Represents whether or not the monitoree's racial background is American Indian or Alaskan Native  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Selected = American Indian or Alaskan Native</li> <li>• Not selected = American Indian OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Select all racial backgrounds that apply in Enrollment Wizard.  Data element is retained after purge.
<b>ASIAN</b>	Boolean		Represents whether or not the monitoree's racial background Asian. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Selected = Asian</li> <li>• Not selected = Asian OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Select all racial backgrounds that apply in Enrollment Wizard.  Data element is retained after purge.

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FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER</b>	Boolean		Represents whether or not the monitoree's racial background Native Hawaiian or Other Pacific Islander. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Selected = Native Hawaiian or Other Pacific Islander</li> <li>Not selected = Native Hawaiian or Other Pacific Islander OR NULL</li> <li>Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Select all racial backgrounds that apply in Enrollment Wizard.</p> <p>Data element is retained after purge.</p>
<b>OTHER</b>	Boolean		Represents whether or not the monitoree has a racial background that is not listed as an option. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Selected = Other Racial Background</li> <li>Not selected = No Other Racial Background OR NULL</li> <li>Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Select all racial backgrounds that apply in Enrollment Wizard.</p> <p>Data element is retained after purge.</p>
<b>UNKNOWN</b>	Boolean		Represents whether or not the monitoree's racial background is unknown to the user and/or the monitoree. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Selected = Racial Background is Unknown</li> <li>Not selected = Racial Background is Known OR NULL</li> <li>Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>This field cannot be selected in combination with any other value for Race. Selecting this field will make all other Race fields invalid or not selectable.</p> <p>Data element is retained after purge.</p>
<b>REFUSED TO ANSWER</b>	Boolean		Represents whether or not the monitoree refused to disclose their racial background to the user and/or the monitoree. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Selected = Refused to provide Racial Background</li> <li>Not selected = Provided Racial Background OR NULL</li> <li>Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>This field cannot be selected in combination with any other value for Race. Selecting this field will make all other Race fields invalid or not selectable.</p> <p>Data element is retained after purge.</p>
<b>ETHNICITY</b>	Categorical		Represents whether or not the monitoree's ethnic background is Hispanic or Latino. This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Hispanic or Latino = Hispanic or Latino Ethnicity</li> <li>Not Hispanic or Latino = Not Hispanic or Latino Ethnicity</li> <li>Unknown = Ethnicity is Not Known</li> <li>Refused to Answer = Refused to Provide Ethnicity</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Data element is retained after purge.</p>

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FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>PRIMARY LANGUAGE</b>	Categorical		Represents the primary spoken and/or read language of the monitoree. If a supported language is entered the monitoree receives their daily symptom reports and (if applicable) their welcome message in this language. If an unsupported language or no language is selected, the daily symptom reports are provided in English (the default).  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Drop-down selection = Primary Language</li> <li>• Import Template and Export: See 'Value Set' tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL (Default: English)</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection sorted by system support in the Enrollment Wizard.</p> <p>List of acceptable values are available on <a href="#">GitHub</a>.</p> <p>If a language is not available in the drop-down, please contact adoption manager to request support.</p> <p>If a value not included in the language value set is imported, the system will default monitoring messages to English.</p> <p>Also referred to as 'Language' in the User Interface.</p>
<b>SECONDARY LANGUAGE</b>	Categorical		Represents any other spoken and/or read language of the monitoree. Information in this field can be used to inform interpretation needs, but is not used to determine which language the system sends messages to the monitoree in.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Drop-down selection = Secondary Language</li> <li>• Import Template and Export: See 'Value Set' tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL (Default: English)</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection sorted by system support in the Enrollment Wizard.</p> <p>List of acceptable values are available on <a href="#">GitHub</a>.</p> <p>If a language is not available in the drop-down, please contact your adoption manager to request support.</p>
<b>NATIONALITY</b>	String	≤ 200 Characters	Represents the nationality of the monitoree.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>INTERPRETATION REQUIREMENT</b>	Boolean		Represents if the monitoree needs a language interpreter when speaking with health department or other public health representatives of the ASSIGNED JURISDICTION.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Selected = Requires Interpretation</li> <li>• Not selected = Interpretation not required OR NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	

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FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>SARA ALERT ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with the monitoree. Also referred to as the PATIENT ID and can be found as the last digits of the record's URL.	<ul style="list-style-type: none"> <li>• Minimum Value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	This field does not appear in the Enrollment Wizard.
<b>STATE/LOCAL ID</b>	String	≤ 200 Characters	<p>STATE/LOCAL ID is the variable to represent the assigned state or local ID of the monitoree.</p> <p>This field is determined from the assigned state or jurisdiction's monitoring policies.</p>	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Leading zeroes allowed.</p> <p>Also referred to as 'Identifier (STATE/LOCAL)' on the Import Template.</p>
<b>CDC ID</b>	String	≤ 200 Characters	<p>CDC ID is the variable to represent the Centers for Disease Control and Prevention assigned ID of the monitoree.</p> <p>This field is determined from CDC's guidance.</p>	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Leading zeroes allowed.</p> <p>Also referred to as 'Identifier (CDC)' on the Import Template.</p>
<b>NNDSS LOC. REC. ID/CASE ID</b>	String	≤ 200 Characters	<p>Represents the assigned NNDSS ID or Case ID of the monitoree.</p> <p>This field is determined from the assigned jurisdiction's monitoring policies.</p>	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Leading zeroes allowed.</p> <p>Also referred to as 'Identifier (NNDSS)' on the Import Template.</p>
<b>ADDRESS 1</b>	String	≤ 200 Characters	<p>Represents the street address of the monitoree.</p> <p>Based on the Enrollment Wizard header, this variable represents the street address of a 'Home Address Within USA', 'Home Address Outside USA (Foreign)', or 'Address at Destination in USA Where Monitored'.</p> <p>This field is determined from medical records or interview.</p>	<ul style="list-style-type: none"> <li>• [Enrollment Wizard: &lt;free text&gt;</li> <li>• Import Template and Export:&lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard for 'Home Address Within USA' only.</p> <p>NULL only available through blank entry during import.</p> <p>Also referred to as 'Address Line 1', 'Monitored Address Line 1', 'Foreign Address Line 1', or 'Monitored Foreign Address Line 1' on the Import Template.</p>

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FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ADDRESS 2</b>	String	≤ 200 Characters	Represents any additional street address information of the monitoree, such as apartment, unit, or building number.  Based on the enrollment wizard header, this variable represents additional street address information of a 'Home Address Within USA', 'Home Address Outside USA (Foreign)', or 'Address at Destination in USA Where Monitored'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as 'Address Line 2', 'Monitored Address Line 2', 'Foreign Address Line 2', or 'Monitored Foreign Address Line 2' on the Import Template.
<b>ADDRESS 3</b>	String	≤ 200 Characters	Represents any additional street address information of the monitoree. This variable represents additional street address information of a 'Home Address Outside USA (Foreign)'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as 'Foreign Address Line 3' or 'Monitored Foreign Address Line 3' on the Import Template.
<b>TOWN/CITY</b>	String	≤ 200 Characters	Represents the monitoree's town, city, or locality. Based on the header, this variable represents additional street address information of a 'Home Address Within USA', 'Home Address Outside USA (Foreign)', or 'Address at Destination in USA Where Monitored'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: &lt;free text&gt;</li> <li>• Import Template and Export: &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Mandatory field in the Enrollment Wizard for 'Home Address Within USA' only.  NULL only available through blank entry during import.  Also referred to as 'Address Line City', 'Monitored Address Line City', 'Foreign Address Line City', or 'Monitored Foreign Address Line City' on the Import Template.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>STATE</b>	Categorical		<p>Represents the state of the monitoree's address. Based on the header, this variable represents the state of a 'Home Address Within USA' or 'Address at Destination in USA Where Monitored'.</p> <p>This field is determined from medical records or interview.</p>	<ul style="list-style-type: none"> <li>• Drop-down selection= State name</li> <li>• Import Template and Export: See 'Value Set' tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard for 'Home Address Within USA' only.</p> <p>List of acceptable values are available on <a href="#">GitHub</a>.</p> <p>Drop-down selection in the Enrollment Wizard.</p> <p>NULL only available through blank entry during import.</p> <p>Also referred to as 'Address State' or 'Monitored Address State' on the Import Template.</p>
<b>STATE/PROVINCE</b>	String	≤ 200 Characters	<p>Represents the foreign state or province of the monitoree's address. Based on the header, this variable represents the state or province of a 'Home Address Outside USA (Foreign)'.</p> <p>This field is determined from medical records or interview.</p>	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as 'Foreign Address State' or 'Monitored Foreign Address State' on the Import Template.</p>
<b>COUNTRY</b>	String	≤ 200 Characters	<p>Represents the country of the monitoree's address. Based on the header, this variable represents the Country of a 'Home Address Outside USA (Foreign)'.</p> <p>This field is determined from medical records or interview.</p>	<ul style="list-style-type: none"> <li>• Drop-down selection= Country name</li> <li>• Import Template and Export: See 'Value Set' tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard for 'Home Address Outside USA (Foreign)'.</p> <p>List of acceptable values are available on <a href="#">GitHub</a>.</p> <p>Drop-down selection in the Enrollment Wizard.</p> <p>NULL only available through blank entry during import.</p> <p>Also referred to as 'Foreign Address Country' or 'Monitored Foreign Address Country' on the Import Template.</p>

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ZIP</b>	String	≤ 200 Characters	Represents the ZIP Code of monitoree's address. Based on the header, this variable represents the ZIP Code of a 'Home Address Within USA' or 'Address at Destination in USA Where Monitored'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: #####</li> <li>• Import Template and Export: &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard for 'Home Address Within USA'.</p> <p>NULL only available through blank entry during import.</p> <p>Also referred to as 'Address Line Zip' or 'Monitored Address Line Zip' on the Import Template.</p>
<b>POSTAL CODE</b>	String	≤ 200 Characters	Represents the foreign postal code the monitoree's address. Based on the header, this variable represents the postal code of a 'Home Address Outside USA (Foreign)'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Also referred to as 'Foreign Address Line Zip' or 'Monitored Foreign Address Line Zip' on the Import Template.</p>
<b>COUNTY (DISTRICT)</b>	String	≤ 200 Characters	Represents the county, district, or locality of monitoree's address. Based on the header, this variable represents the county or district of a 'Home Address Within USA' or 'Address at Destination in USA Where Monitored'.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>This field is used to populate the local map view on the analytics summary</p> <p>Also referred to as 'Address County' or 'Monitored Address County' on the Import Template.</p> <p>Data element is retained after purge.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>PREFERRED REPORTING METHOD</b>	Categorical		<p>Represents the form in which the monitoree receives their daily symptom reports.</p> <p>This field is determined from interview.</p>	<ul style="list-style-type: none"> <li>• E-mailed Web Link= Web link to symptom report emailed</li> <li>• SMS Texted Weblink= Web link to symptom report texted</li> <li>• Telephone call = Call asking for any symptoms</li> <li>• SMS Text-message = Text asking for any symptoms</li> <li>• Opt-Out= Monitoree has explicitly opted out from receiving messages from the system</li> <li>• Unknown= Indicates that this field is unknown (default)</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard.</p> <p>Web link options should be encouraged as they allow for the greatest granularity of data for individuals and households.</p> <p>Also referred to as ‘Preferred Contact Method’ on the Import Template.</p>
<b>PREFERRED CONTACT TIME</b>	Categorical		<p>Represents the 4-hour time period that the system sends out symptom reports to a monitoree.</p> <p>This field is determined from interview.</p>	<ul style="list-style-type: none"> <li>• Morning = 8:00-12:00 in monitoree’s time zone</li> <li>• Afternoon = 12:00- 16:00 in monitoree’s time zone</li> <li>• Evening = 16:00-20:00 in monitoree’s time zone</li> <li>• Custom = User-defined start time of a 4-hour period. Can be any hour between Midnight and 23:00. The values for 0:00 and 12:00 are “Midnight” and “Noon,” respectively.</li> <li>• &lt;blank&gt;= (Default: 12:00-16:00 in monitoree’s time zone)</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard. Sara Alert uses military time (i.e., 24-hour clock) for contact times.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>PRIMARY TELEPHONE NUMBER</b>	String E164 Format	10 Digits	Represents the primary number that the system sends reports to if SMS Texted Weblink, Telephone call, or SMS Text-message is selected as the PREFERRED REPORTING METHOD  This field is determined from interview.	<ul style="list-style-type: none"> <li>Enrollment Wizard: ###-###-####</li> <li>Import Template and Export: +1#####</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard unless E-mailed Web Link is the PREFERRED REPORTING METHOD.</p> <p>Also referred to as 'Primary Telephone' on the Import Template.</p> <p>Also referred to as 'Phone' in the User Interface.</p>
<b>SECONDARY TELEPHONE NUMBER</b>	String E164 Format	10 Digits	Represents an additional phone number that public health can use to get in contact with the monitoree. This field is not used by the system to send reports.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Enrollment Wizard: ###-###-####</li> <li>Import Template and Export: +1#####</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Also referred to as 'Secondary Telephone' on the Import Template.</p>
<b>PRIMARY PHONE TYPE</b>	Categorical		Represents the type of phone attached to the PRIMARY PHONE NUMBER. This field can be used to determine a monitoree's ability to receive SMS Texted Weblink, Telephone call, or SMS Text-message during the selection of PREFERRED REPORTING METHOD.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Smartphone = Phone with internet access that can receive SMS texted Weblink</li> <li>Plain Cell = Phone capable of receiving SMS Text</li> <li>Landline = Cannot receive SMS text or SMS texted weblink &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard.</p> <p>Also referred to as 'Primary Telephone Type' in the User Interface.</p>
<b>SECONDARY PHONE TYPE</b>	Categorical		Represents the type of phone attached to the SECONDARY PHONE NUMBER.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Smartphone = Phone with internet access that can receive SMS texted Weblink</li> <li>Plain Cell = Phone capable of receiving SMS Text</li> <li>Landline = Cannot receive SMS text or SMS texted weblink &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard</p>

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>INTERNATIONAL TELEPHONE NUMBER</b>	Limited String	≤ 50 Characters	Represents an international phone number that public health can use to get in contact with the monitree. This field is not used by the system to send reports.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• No specific formatting but can only contain digits and the following characters: '+' '.' '-' '(' ')'</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>E-MAIL ADDRESS</b>	String	≤ 200 Characters	Represents the e-mail address that the system sends daily messages to if E-mailed Web Link is selected as the PREFERRED REPORTING METHOD  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard if E-mailed Web Link is the PREFERRED REPORTING METHOD.</p> <p>Also referred to as 'Email' on the Import Template and in the User Interface.</p>
<b>PORT OF ORIGIN</b>	String	≤ 200 Characters	Represents the airport, station, or docking point that the monitree traveled from.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>DATE OF DEPARTURE</b>	Date	8 Digits	Represents the date that the monitree traveled from the PORT OF ORIGIN to the United States.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: MMDDYYYY Valid Range: 01/01/2020 to Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.
<b>FLIGHT OR VESSEL NUMBER</b>	String	≤ 200 Characters	Represents the plane, train, ship, or other vessel that the monitree used to travel to their destination.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Leading zeroes allowed.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>CARRIER</b>	String	≤ 200 Characters	Represents the carrier, operating company, or provider of the flight or vessel.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Letters and numbers allowed.</p> <p>Leading zeroes allowed.</p>
<b>PORT OF ENTRY INTO USA</b>	String	≤ 200 Characters	Represents the U.S. airport, station, or docking point that the monitoree traveled to in order to enter the United States.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>DATE OF ARRIVAL</b>	Date	8 Digits	Represents when the monitoree entered the United States after travel. This field is determined from interview.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: MMDDYYYY Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.
<b>SOURCE OF REPORT</b>	Categorical		Represents where initial information about the monitoree's exposure or illness was obtained from.  This field is determined from interview or report source.	<ul style="list-style-type: none"> <li>• Health Screening</li> <li>• Surveillance Screening</li> <li>• Self-Identified</li> <li>• Contact Tracing</li> <li>• CDC</li> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>TRAVEL RELATED NOTES</b>	String	≤ 2,000 Characters	Represents any additional notes about the monitoree's travel history. This can include details about the nature of the trip, contact with anyone symptomatic, original country departed from, etc.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>TRAVEL TYPE</b>	Categorical		Represents type of additional planned travel the monitoree has reported.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• Domestic = Travel Within the U.S.</li> <li>• International = Travel Outside the U.S.</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Drop-down selection in the Enrollment Wizard
<b>DESTINATION</b>	String	≤ 200 Characters	Represents destination of the monitoree’s planned travel.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as ‘Additional Planned Travel Destination’ on the Import Template.
<b>DESTINATION COUNTRY</b>	Categorical		Represents the country of the monitoree’s planned travel if the TRAVEL TYPE is ‘International’.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• Drop-down selection = Country of Destination</li> <li>• Import Template and Export: See ‘Value Set’ tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Drop-down selection in the Enrollment Wizard  List of acceptable values are available on <a href="#">GitHub</a> .  Also referred to as ‘Additional Planned Travel Country’ on the Import Template.
<b>DESTINATION STATE</b>	Categorical		Represents the state of the monitoree’s planned travel if the TRAVEL TYPE is ‘Domestic’.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• Drop-down selection=State of Destination</li> <li>• Import Template and Export: See ‘Value Set’ tab in Sara Alert Import Formatting Guidance</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Drop-down selection in the Enrollment Wizard  List of acceptable values are available on <a href="#">Github</a> .  Also referred to as ‘Additional Planned Travel State’ on the Import Template.
<b>PORT OF DEPARTURE</b>	String	≤ 200 Characters	Represents the airport, station, or docking point that the monitoree is planning to travel from.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as ‘Additional Planned Travel Port of Departure’ on the Import Template.

1. Monitoree Details/Enrollment Wizard



FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>START DATE</b>	Date	8 Digits	Represents the date that the monitoree is planning to begin their travel.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Enrollment Wizard: MMDDYYYY Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>Import Template and Export: YYYY-MM-DD</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.  Also referred to as 'Additional Planned Travel Start Date' on the Import Template.
<b>END DATE</b>	Date	8 Digits	Represents the date that the monitoree is planning to end their travel.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Enrollment Wizard: MMDDYYYY Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>Import Template and Export: YYYY-MM-DD</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.  Also referred to as 'Additional Planned Travel End Date' on the Import Template.
<b>ADDITIONAL PLANNED TRAVEL NOTES</b>	String	≤ 2,000 Characters	Represents any additional notes about the monitoree's planned travel. This can include details about the nature of the trip, planned social interaction, additional destinations, etc.  This field is determined from interview.	<ul style="list-style-type: none"> <li>&lt;free text&gt;</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>LAST DATE OF EXPOSURE</b>	Date	8 Digits	<p>Represents the last day the monitoree was exposed to a case. This date is used to automatically calculate the END OF MONITORING date.</p> <p>This field is determined from interview.</p>	<ul style="list-style-type: none"> <li>• Enrollment Wizard: MMDDYYYY Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>Mandatory field in the Exposure Workflow Enrollment Wizard.</p> <p>NULL only available through blank entry during import.</p> <p>CONTINUOUS EXPOSURE and LAST DATE OF EXPOSURE are mutually exclusive. Either CONTINUOUS EXPOSURE can be turned ON OR a LAST DATE OF EXPOSURE can be entered</p> <p>The END OF MONITORING date calculation is configured at the system level. For COVID-19, END OF MONITORING date is calculated as LAST DATE OF EXPOSURE + 14 days.</p> <p>Visible in the Symptom Reports and Enrollment Wizard sections of Exposure Workflow only. Users can update LAST DATE OF EXPOSURE for Isolation monitorees by editing the Monitoree Details section of their record.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>CONTINUOUS EXPOSURE</b>	Boolean		Represents ongoing exposure of a monitoree to one or more case. This type of exposure means there is no known LAST DATE OF EXPOSURE. The monitoree is sent a report every day until a LAST DATE OF EXPOSURE is set and the END OF MONITORING date has elapsed.  This field is determined from medical records or interview.	<ul style="list-style-type: none"> <li>Selected = No known LAST DATE OF EXPOSURE, monitoree is being continuously exposed</li> <li>Not selected = END OF MONITORING date set to LAST DATE OF EXPOSURE + length of monitoring period; monitoree has known exposure to case</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>CONTINUOUS EXPOSURE and LAST DATE OF EXPOSURE are mutually exclusive. Either CONTINUOUS EXPOSURE can be turned ON OR a LAST DATE OF EXPOSURE can be entered.</p> <p>For COVID-19, the length of the monitoring period is 14 days.</p> <p>Visible in the Symptom Reports and Enrollment Wizard sections of Exposure Workflow only.</p>
<b>EXPOSURE LOCATION</b>	String	≤ 200 Characters	Represents a brief description of the location where the monitoree was potentially last exposed to a case.  This field is determined from interview.	<ul style="list-style-type: none"> <li>&lt;free text&gt;</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	Also referred to as ‘Potential Exposure Location’ on the Import Template.
<b>EXPOSURE COUNTRY</b>	Categorical		Represents the country of the potential EXPOSURE LOCATION.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Drop-down selection=Country of Destination</li> <li>Import Template and Export: See ‘Value Set’ tab in Sara Alert Import Formatting Guidance</li> <li>&lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Drop-down selection in the Enrollment Wizard</p> <p>List of acceptable values are available on <a href="#">GitHub</a>.</p> <p>Also referred to as ‘Potential Exposure Country’ on the Import Template.</p>
<b>CLOSE CONTACT WITH A KNOWN CASE</b>	Boolean		Represents whether or not a monitoree has known exposure to a probable or confirmed case. There is a free text field to specify the case ID of the probable or confirmed case.  This field is determined from interview.	<ul style="list-style-type: none"> <li>Selected = Exposed to Known Case</li> <li>Not selected = Not Exposed OR NULL</li> <li>Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Contact Tracer</li> <li>Public Health</li> <li>Public Health Enroller</li> <li>Enroller</li> </ul>	<p>Also referred to as ‘Contact of Known Case?’ on the Import Template.</p> <p>Data element is retained after purge.</p>

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>CONTACT OF KNOWN CASE ID</b>	String	≤ 200 Characters	Specifies the case ID of the probable or confirmed case that a monitoree had exposure to, when known. Any identifier (e.g., Sara Alert, state/local) can be used as this field is for user reference.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	All close contacts of a known case can be found using the Advanced Filter if this field has been populated.
<b>TRAVEL FROM AFFECTED COUNTRY OR AREA</b>	Boolean		Represents whether or not a monitoree traveled from a country or area with a high prevalence of disease within the exposure period.	<ul style="list-style-type: none"> <li>• Selected = Traveled from an Affected Area</li> <li>• Not selected = Did Not Travel from Affected Area OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as ‘Travel from Affected Country or Area?’ on the Import Template.  Data element is retained after purge.
<b>WAS IN HEALTH CARE FACILITY WITH KNOWN CASES</b>	Boolean		Represents whether or not a monitoree entered or was treated in a health care facility that had known cases. This can include hospitals, urgent cares, nursing homes, and other health care facilities. There is a free text field to specify the name of the facility.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Selected = Entered a Health Care Facility with Known Cases</li> <li>• Not selected = Did Not Enter a Health Care Facility with Known Cases OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as ‘Was in Health Care Facility with Known Cases?’ on the Import Template.  Data element is retained after purge.
<b>HEALTH CARE FACILITY WITH KNOWN CASES NAME</b>	String	≤ 200 Characters	Specifies the name or ID of the health care facility with known cases that a monitoree had exposure to, when known.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>LABORATORY PERSONNEL</b>	Boolean		Represents whether or not a monitoree works in a laboratory or testing facility. There is a free text field to specify the name of the facility.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Selected = Works in a Laboratory or Testing Facility</li> <li>• Not selected = Does Not Work in a Laboratory or Testing Facility OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Also referred to as ‘Laboratory Personnel?’ on the Import Template.  Data element is retained after purge.

1. Monitoree Details/Enrollment Wizard

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>LABORATORY PERSONNEL FACILITY NAME</b>	String	≤ 200 Characters	Specifies the name or ID of the laboratory facility where a monitoree has occupational exposure to, when known  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>HEALTHCARE PERSONNEL</b>	Boolean		Represents whether or not a monitoree works at a health care facility. This can include hospitals, urgent cares, nursing homes, and other health care facilities. There is a free text field section to specify the name of the facility.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Selected = Works a Health Care Facility</li> <li>• Not selected = Does Not Work a Health Care Facility OR NULL</li> <li>• Import Template and Export: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as ‘Health Care Personnel?’ on the Import Template.</p> <p>Data element is retained after purge.</p>
<b>HEALTH CARE PERSONNEL FACILITY NAME</b>	String	≤ 200 Characters	Specifies the name or ID of the health care facility where a monitoree has occupational exposure to, when known  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>CREW ON PASSENGER OR CARGO FLIGHT</b>	Boolean		Represents whether or not a monitoree works on a passenger, cargo, or other commercial plane.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Selected = Works on a Passenger or Cargo Flight</li> <li>• Not selected = Does Not Work on a Passenger or Cargo Flight Facility OR NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as ‘Crew on Passenger or Cargo Flight?’ on the Import Template.</p> <p>Data element is retained after purge.</p>
<b>MEMBER OF A COMMON EXPOSURE COHORT</b>	Boolean		Represents whether or not a monitoree was exposed via a common source or gathering (e.g. workplace, facility, activity etc.). There is a free text field to specify a brief description or identifier of a common exposure cohort.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Selected = Member of Common Exposure Cohort</li> <li>• Not selected = Not a Member of Common Exposure Cohort OR NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as ‘Member of a Common Exposure Cohort?’ on the Import Template.</p> <p>Data element is retained after purge.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>COMMON EXPOSURE COHORT NAME</b>	String	≤ 200 Characters	Specifies the name of the cohort that a monitoree shares common exposure with, when known.  This field is determined from interview, but public health users should determine naming convention for exposure cohorts to ensure consistency.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>SYMPTOM ONSET DATE</b>	Date	8 Digits	Represents the day disease- related symptoms were first reported. This date is auto-populated but can be changed by a user. This date is used to determine if a record should appear on the <i>Symptomatic</i> line list in the Exposure workflow. This date is also used to determine if a preliminary recovery definition has been met in the Isolation workflow.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Enrollment Wizard: MMM/DD/YYYY = First day of disease-related symptoms Valid Range: 01/01/2020 to Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>Also referred to as ‘Symptom Onset’ in Monitoree Details and Reports.</p> <p>This date also appears in the Symptom Reports section.</p> <p>Data element is retained after purge.</p> <p>SYMPTOM ONSET DATE or FIRST POSITIVE LAB COLLECTED is required to enroll a case into Isolation.</p>
<b>FIRST POSITIVE LAB / FIRST POSITIVE LAB COLLECTED</b>	Date (Read-Only)	8 Digits	This field indicates the SPECIMEN COLLECTION DATE of the earliest positive lab result. For cases with no symptoms reported, this will allow users to see how many days it has been since the first positive lab result.  This field is populated from the Lab Results table’s earliest SPECIMEN COLLECTION DATE where RESULT is “positive.”	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> <li>• &lt;blank&gt; = No positive lab result recorded for a monitoree or NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Visible in Monitoring Dashboard, Isolation workflow only.</p> <p>For COVID-19, this field is used to determine if a monitoree has met the Asymptomatic non-test-based recovery definition.</p> <p>Called “FIRST POSITIVE LAB” on the Isolation Dashboard and “FIRST POSITIVE LAB COLLECTED” in the Monitoree Details</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>CASE STATUS</b>	Categorical		Represents if a monitoree meets a case definition. If set to 'Confirmed' or 'Probable', the user can choose to end monitoring or move the record to isolation monitoring. If set to 'Suspect', 'Not a Case', or 'Unknown', the record is retained or returned to the Exposure workflow to continue monitoring until the END OF MONITORING date.  This field is determined by a jurisdiction's case definitions.	<ul style="list-style-type: none"> <li>• Confirmed</li> <li>• Probable</li> <li>• Suspect</li> <li>• Unknown</li> <li>• Not a Case</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	In the Enrollment Wizard, this field is restricted to 'Confirmed', 'Probable', or <blank> when enrolling a case into the Isolation workflow.
<b>NOTES</b>	String	≤ 2,000 Characters	Represents any additional notes about the monitoree's exposure history or case information history. This can include details about the interaction with a known case, high risk activities, common exposure, etc.  This field is determined from interview.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = Null</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>ASSIGNED JURISDICTION</b>	String	≤ 200 Characters	Represents the lowest level jurisdiction in the jurisdiction hierarchy that has access to a monitoree's record. Users can access records associated with both their assigned jurisdiction and any jurisdictions below their assigned jurisdiction. The jurisdictional hierarchy is defined by each agency before onboarding.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Full Assigned Jurisdiction Path (e.g. USA, State 1, County 2)</li> <li>• Default: User's Assigned Jurisdiction</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Mandatory field in the Enrollment Wizard.</p> <p>NULL not allowed.</p> <p>Also referred to as 'Full Assigned Jurisdiction Path' on the Import Template.</p> <p>Data element is retained after purge.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ASSIGNED USER</b>	Numeric	≤ 6 Characters	Represents the user or group within a jurisdiction responsible for monitoring a monitoree.  This field is determined based on a jurisdiction's workflow policies.	<ul style="list-style-type: none"> <li>• 1-999999</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Leading 0's not allowed.</p> <p>Assigned user does not impact access to viewing or editing a record.</p>
<b>RISK ASSESSMENT</b>	Categorical		Represents the risk assessment of the monitoree's exposure to disease based on CDC or local guidance.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• High</li> <li>• Medium</li> <li>• Low</li> <li>• No Identified Risk</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as 'Risk Level' on the Line List CSV and 'Exposure Risk Assessment' in Monitoring Actions.</p> <p>Data element is retained after purge.</p>
<b>MONITORING PLAN</b>	Categorical		Represents the monitoring approach selected by public health based on CDC or local guidance.  This field is determined from interview or medical records.	<ul style="list-style-type: none"> <li>• Daily active monitoring = Monitoree required to report to public health daily</li> <li>• Self-monitoring with public health supervision = Monitoree required to report to public health periodically</li> <li>• Self-monitoring with delegated supervision = An organization other than public health is responsible for monitoring</li> <li>• Self-observation = Monitoree monitors their own health status</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>A daily symptom report is sent to any monitoree eligible to receive one regardless of monitoring plan value</p> <p>Data element is retained after purge.</p>



## 2. Monitoring Actions

The following data elements can be found when viewing the Monitoring Actions section of a record and in select import and export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>MONITORING STATUS</b>	Categorical		<p>Represents if a monitoree is being monitored by a public health user. If set to 'Actively Monitoring', the record is moved to the appropriate line list based on reporting history and public health actions. The monitoree may or may not be eligible for daily notifications. If set to 'Not Monitoring', the record is moved to the appropriate <i>Closed</i> line list. Only Heads of Household reporting for active Household members are eligible for daily notifications while on a <i>Closed</i> line list.</p> <p>This field is determined by a public health users' decision, automation by system, or closing a record through the CASE STATUS field.</p>	<ul style="list-style-type: none"> <li>• Actively Monitoring</li> <li>• Not Monitoring</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>CASE STATUS</b>	Categorical		<p>Represents if a monitoree meets a case definition. If set to 'Confirmed' or 'Probable', the user can choose to end monitoring or move the record to Isolation monitoring. If set to 'Suspect', 'Not a Case', or 'Unknown', the record is retained or returned to the Exposure workflow to continue monitoring until the end of the END OF MONITORING date.</p> <p>This field is determined by a public health users' decision.</p>	<ul style="list-style-type: none"> <li>• Confirmed</li> <li>• Probable</li> <li>• Suspect</li> <li>• Not a Case</li> <li>• Unknown</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field is restricted to 'Confirmed' or 'Probable' when enrolling a case into the Isolation workflow.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>LATEST PUBLIC HEALTH ACTION</b>	Categorical		<p>Represents the public health recommendation provided to a monitoree that requires investigation to determine case status. Selecting any option other than 'none' moves the record from the <i>Symptomatic</i> line list to the <i>Person Under Investigation (PUI)</i> line list in the Exposure workflow.</p> <p>This field is determined from interview and symptom reports.</p>	<ul style="list-style-type: none"> <li>• None</li> <li>• Recommend medical evaluation of symptoms</li> <li>• Document results of medical evaluation</li> <li>• Recommend Laboratory testing</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

### 3. Reports (COVID-19)

The following data elements can be found when viewing the Reports section of a record and in select export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller. The specific symptoms listed below have been configured for COVID-19.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ID</b>	Read-Only		System assigned identifier for symptom report  This field is populated by the system.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>NEEDS REVIEW</b>	Boolean		Indicates which symptom reports are viewed as symptomatic by the system and/or user.	<ul style="list-style-type: none"> <li>• Yes =Meets symptomatic logic</li> <li>• No =Does not meet symptomatic logic or has been reviewed by user to indicate not related to disease of interest</li> <li>• [Row Highlighted Red]= Meets symptomatic logic</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	User can change 'Yes' to 'No' by using the 'Review' or 'Mark All As Reviewed' features
<b>REPORTER</b>	Read-Only		System assigned value for whom submitted a report. If a report has been edited, this field will identify the latest user to make an edit.  This field is populated by the system.	<ul style="list-style-type: none"> <li>• Monitoree= Self-Report by individual being monitored</li> <li>• Proxy = Report submitted by head of household on behalf of monitoree</li> <li>• [User Name] = Report submitted or edited by a public health user</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>CREATED AT</b>	Read-Only		Date/time that report was created. If a report has been edited, this field will identify the date and time of the latest update.  This field is populated by the system.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>CHILLS</b>	Boolean		Indicates if monitoree was experiencing chills at time of report.	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>CONGESTION OR RUNNY NOSE</b>	Boolean		Indicates if monitoree was experiencing congestion or runny nose at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>COUGH</b>	Boolean		Indicates if monitoree was experiencing cough at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>DIFFICULTY BREATHING</b>	Boolean		Indicates if monitoree was experiencing difficulty breathing at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>DIARRHEA</b>	Boolean		Indicates if monitoree was experiencing diarrhea at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>FATIGUE</b>	Boolean		Indicates if monitoree was experiencing fatigue at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>FEVER</b>	Boolean		Indicates if monitoree was experiencing fever at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>HEADACHE</b>	Boolean		Indicates if monitoree was experiencing headache at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>MUSCLE PAIN</b>	Boolean		Indicates if monitoree was experiencing muscle pain at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>NAUSEA OR VOMITING</b>	Boolean		Indicates if monitoree was experiencing nausea or vomiting at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>NEW LOSS OF SMELL</b>	Boolean		Indicates if monitoree was experiencing new loss of smell at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>NEW LOSS OF TASTE</b>	Boolean		Indicates if monitoree was experiencing new loss of taste at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>REPEATED SHAKING WITH CHILLS</b>	Boolean		Indicates if monitoree was experiencing repeated shaking with chills at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>SHORTNESS OF BREATH</b>	Boolean		Indicates if monitoree was experiencing shortness of breath at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>SORE THROAT</b>	Boolean		Indicates if monitoree was experiencing sore throat at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>USED A FEVER REDUCER</b>	Boolean		Indicates if monitoree had used a fever reducer in the past 24 hours at time of report	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• &lt;blank&gt;= Monitoree reported 'Yes' via non-specific reporting method (SMS or phone)</li> <li>• Export Template: True or False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>SYMPTOM ONSET DATE</b>	Date	8 Digits	<p>Represents the day disease-related symptoms were first reported. This date is auto-populated but can be changed by a user. This date is used to determine if a record should appear on the <i>Symptomatic</i> line list in the Exposure workflow. This date is also used to determine if preliminary recovery definitions have been met in the Isolation workflow.</p> <p>This field is determined from interview or medical records.</p>	<ul style="list-style-type: none"> <li>• Enrollment Wizard or Monitoree's Record: MMDDYYYY Valid Range: 01/01/2020 to Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>This term also appears in the Enrollment Wizard section.</p> <p>Data element is retained after purge.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>LAST DATE OF EXPOSURE</b>	Date	8 Digits	<p>Represents the last day the monitoree was exposed to a case. This date is used to automatically calculate the END OF MONITORING date.</p> <p>This field is determined from interview.</p>	<ul style="list-style-type: none"> <li>• Enrollment Wizard or Monitoree's Record: MMDDYYYY Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>Mandatory field in the Enrollment Wizard.</p> <p>NULL only available through blank entry during import.</p> <p>CONTINUOUS EXPOSURE and LAST DATE OF EXPOSURE are mutually exclusive. Either Continuous Exposure can be turned ON OR a Last Date of Exposure can be entered.</p> <p>The END OF MONITORING date calculation is configured at the system level. For COVID-19, the END OF MONITORING date is calculated as LAST DATE OF EXPOSURE + 14 days.</p> <p>Visible in the Symptom Reports and Enrollment Wizard sections of Exposure Workflow only.</p>
<b>CONTINUOUS EXPOSURE</b>	Boolean		<p>Represents that a monitoree has an ongoing exposure to one or more cases. This type of exposure means there is no known LAST DATE OF EXPOSURE. The monitoree is sent a report every day until a LAST DATE OF EXPOSURE is set and the end of monitoring date has elapsed.</p> <p>This field is determined from medical records or interview.</p>	<ul style="list-style-type: none"> <li>• Selected = no known LAST DATE OF EXPOSURE, monitoree is being continuously exposed</li> <li>• Not Selected = END OF MONITORING date set to LAST DATE OF EXPOSURE + length of monitoring period,; monitoree has know exposure to case</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>CONTINUOUS EXPOSURE and LAST DATE OF EXPOSURE are mutually exclusive. Either CONTINUOUS EXPOSURE can be turned on or a LAST DATE OF EXPOSURE can be entered.</p> <p>For COVID-19 the length of the monitoring period is 14 days.</p> <p>Visible in the Symptom Reports and Enrollment Wizard sections of Exposure Workflow only.</p>



FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>END OF MONITORING</b>	Read-Only		Indicates the system calculated end of monitoring period. This is calculated by: LAST DATE OF EXPOSURE + length of monitoring period. If CONTINUOUS EXPOSURE=selected, then there is no end of monitoring.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY = End of monitoring period</li> <li>• Continuous Exposure = No calculated end of monitoring period</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The END OF MONITORING date is configured at the system level. For COVID-19, END OF MONITORING date is calculated as LAST DATE OF EXPOSURE + 14 days. If LAST DATE OF EXPOSURE is left blank on import, END OF MONITORING will default to date of enrollment + 14 days"</p> <p>Visible in Exposure workflow only.</p>
<b>EXTEND ISOLATION TO</b>	Date	8 Digits	<p>User-defined date that is used by the system to determine eligibility to appear on the <i>Records Requiring Review</i> line list. A case cannot appear on the <i>Records Requiring Review</i> line list until after the user-specified date. Entering a future date will move case to the <i>Reporting</i> or <i>Non-Reporting</i> line list. This field may be blank</p> <p>This field is determined from interview and symptom reports.</p>	<ul style="list-style-type: none"> <li>• Monitoree's Record: MMDDYYYY</li> <li>Valid Range: 01/01/2020 to +30 days from Current Date</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>Not available on import.</p> <p>Visible in Isolation workflow only.</p>

## 4. Lab Results

The following data elements can be found when viewing the Lab Results section of a record, manually enrolling a case into the Isolation workflow, and in select import and export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ID</b>	Read-Only		This field represents the identifier assigned to a specific lab result. This identifier is unique across all monitree lab results	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Also referred to as 'Lab Report ID' on Custom Export: Lab Results.
<b>LAB TEST TYPE</b>	Categorical		Documents laboratory test methodology.  This field is determined from laboratory test result reports.	<ul style="list-style-type: none"> <li>• PCR</li> <li>• Antigen</li> <li>• Total Antibody</li> <li>• IgG Antibody</li> <li>• IgM Antibody</li> <li>• IgA Antibody</li> <li>• Other</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Also referred to as 'Type' in the User Interface.  Also referred to as 'Lab Type' on Custom Export: Lab Results.
<b>SPECIMEN COLLECTION DATE</b>	Date	8 Digits	Documents laboratory specimen collection date.  This field is determined from laboratory test result reports.	<ul style="list-style-type: none"> <li>• Monitree's Record: MMDDYYYY</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> <li>• Valid Range: 01/01/2020 to Current Date</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.  Also referred to as 'Specimen Collected' in the User Interface.  Mandatory field when recording a Lab Result without a REPORT DATE.  For COVID-19 case monitoring, a positive lab result with a specimen collection date is required in order for the monitree to be eligible for the Asymptomatic non-test based recovery logic in the Isolation workflow.

<b>REPORT DATE</b>	Date	8 Digits	<p>REPORT DATE represents the date that the laboratory test result report was generated.</p> <p>This field is determined from laboratory test result reports.</p>	<ul style="list-style-type: none"> <li>• Monitoree’s Record: MMDDYYYY</li> <li>• Import Template and Export: YYYY-MM-DD</li> <li>• &lt;blank&gt; = NULL</li> <li>• Valid Range: 01/01/2020 to Current Date</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Appears as MM/DD/YYYY in the User Interface.</p> <p>Mandatory field when recording a Lab Result without a SPECIMEN COLLECTION DATE.</p> <p>Also referred to as ‘Report’ in the User Interface</p>
<b>RESULT</b>	Categorical		<p>Documents laboratory test results.</p> <p>This field is determined from laboratory test result reports.</p>	<ul style="list-style-type: none"> <li>• Positive</li> <li>• Negative</li> <li>• Indeterminate</li> <li>• Other</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Also referred to as ‘Lab Result’ on Custom Export: Lab Results.</p> <p>Mandatory field when recording a Lab Result.</p> <p>For COVID-19 case monitoring, a positive lab result with a specimen collection date is required in order for the monitoree to be eligible for the Asymptomatic non-test based recovery logic in the Isolation workflow.</p>

## 5. Vaccinations

The following data elements can be found when viewing the Vaccinations section of a record and in select import and export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ID</b>	Numeric (System-Generated)		This field represents the unique identifier assigned to a specific vaccine administration. This field is unique across all recorded vaccinations in the system.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Also referred to as 'Vaccination ID' on the Custom Export: Vaccinations.
<b>VACCINE GROUP</b>	Categorical		A Vaccine Group (sometimes referred to as vaccine family) groups multiple individual vaccines that vaccinate against a single disease. In a few cases the Vaccine Group represents vaccines that vaccinate against more than one disease, but are grouped together because clinicians have thought of them as a unit.	<ul style="list-style-type: none"> <li>• COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Mandatory field when recording a Vaccination.
<b>PRODUCT NAME</b>	Categorical		Based on the Vaccine Group, the associated vaccine product names will display for selection. The Product Name reflects the manufacturer trade name of a unique vaccine administered. .	<ul style="list-style-type: none"> <li>• Moderna COVID-19 Vaccine (non-US Spikevax)</li> <li>• Pfizer-BioNTech COVID-19 Vaccine (COMIRNATY)</li> <li>• Janssen (J&amp;J) COVID-19 Vaccine</li> <li>• AstraZeneca COVID-19 Vaccine (Non-US tradenames include VAXZEVRIA, COVISHIELD)</li> <li>• Sinopharm (BIBP) COVID-19 Vaccine</li> <li>• Coronavac (Sinovac) COVID-19 Vaccine</li> <li>• Unknown</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Mandatory field when recording a Vaccination.

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>ADMINISTRATION DATE</b>	Date	8 Characters	The date the vaccine was administered to the monitoree.	<ul style="list-style-type: none"> <li>• MMDDYYYY</li> <li>Valid Range: 01/01/1900 to Current Date</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Appears as MM/DD/YYYY in the User Interface.
<b>DOSE NUMBER</b>	Categorical		The sequential dose number of this vaccine administration if the VACCINE PRODUCT requires multiple doses.	<ul style="list-style-type: none"> <li>• &lt;blank&gt; = NULL</li> <li>• 1 = First Dose</li> <li>• 2 = Second Dose</li> <li>• 3 = Third Dose</li> <li>• Unknown</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Add a new vaccination entry for each dose in an administration series of a PRODUCT NAME.
<b>NOTES</b>	String	≤ 2,000 Characters	This field stores notes about a vaccination.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

## 6. Close Contacts

The following data elements can be found when viewing the Close Contact section of a record and in select export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>FIRST NAME</b>	String	≤ 200 Characters	The first name of a close contact identified by a case or another contact.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>LAST NAME</b>	String	≤ 200 Characters	The last name of a close contact identified by a case or another contact.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>PHONE NUMBER</b>	String	≤ 200 Characters	The phone number of a close contact identified by a case or another contact.	<ul style="list-style-type: none"> <li>• ###-###-####</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>EMAIL</b>	String	≤ 200 Characters	The email address of a close contact identified by a case or another contact.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;@&lt;free text&gt;.&lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>LAST DATE OF EXPOSURE</b>	Date	8 Digits	The last day the close contact was exposed to a known case identified by a case or another contact.	<ul style="list-style-type: none"> <li>• DDMMYYYY</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Appears as DD/MM/YYYY in the user interface.
<b>NOTES</b>	String	≤ 2,000 Characters	This field stores notes about a close contact identified by a case or another contact.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>CONTACT ATTEMPTS</b>	Numeric		This field serves as a counter for the number of logged contact attempts to a close contact identified by a case or another contact.		<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>ENROLLED?</b>	Boolean		This field indicates the close contact's enrollment into Sara Alert. This field will only indicate if the close contact was enrolled through the Close Contacts' 'Enroll' action. This field does not employ any other duplicate detection.	<ul style="list-style-type: none"> <li>• Yes = Enrolled through the Close Contacts' 'Enroll' action</li> <li>• No= Not enrolled through the Close Contacts' 'Enroll' action</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	

## 7. History

The following data elements can be found when viewing the History section of a record and in select export files. Users with the following roles have access to these data elements: Super User, Contact Tracer, Public Health user, and Public Health Enroller.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>COMMENT</b>	String	≤ 10,000 Characters	This field can be used to document any additional details on a monitoree. Any entry to this field displays permanently within a monitoree's History. This field is determined from interview and symptom reports.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>HISTORY FILTERS</b>	Read-Only		Assigned by the system to categorize any edits or modifications to a record.	The system assigned values are: <ul style="list-style-type: none"> <li>• Close Contact</li> <li>• Close Contact Edit</li> <li>• Comment</li> <li>• Contact Attempt</li> <li>• Enrollment</li> <li>• Follow-Up Flag</li> <li>• Lab Result</li> <li>• Lab Result Edit</li> <li>• Manual Contact Attempt</li> <li>• Monitoree Data Download</li> <li>• Monitoring Change</li> <li>• Monitoring Complete Message Sent</li> <li>• Record Automatically Closed</li> <li>• Record Edit</li> <li>• Report Created</li> <li>• Report Email Error</li> <li>• Report Note</li> <li>• Report Reminder</li> <li>• Report Reviewed</li> <li>• Report Updated</li> <li>• Reports Reviewed</li> <li>• System Record Edit</li> <li>• Unsuccessful Report Reminder</li> <li>• Vaccination</li> <li>• Vaccination Edit</li> <li>• Welcome Message Sent</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	HISTORY FILTERS cannot be edited by a user.



<b>CREATOR</b>	Read-Only	This field indicates if the system or a user generated the message in the COMMENT field. If a user caused the change then the user's username will be listed.	<ul style="list-style-type: none"> <li>• Username = User initiated the recorded change or created the comment</li> <li>• Sara Alert System = System initiated the recorded change</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>
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## 8. Monitoring Dashboard(s)

The following data elements can be found when viewing the Monitoree Dashboards and in select export files. Users with the following roles may have access to these data elements: Super User, Contact Tracer, Public Health user, Public Health Enroller, and Enroller. If a data element is not visible on all monitoring dashboard views, it is noted in the Comments column. Data elements that can be modified by a user but cannot be modified directly from the dashboards are indicated as '(Read-Only)' below the actual field type. Data elements that are system-generated and can never be directly modified by a user are categorized as '(System-Generated)'

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>MONITOREE</b>	String (Read-Only)		Represents the monitoree's first and last name.  This field is populated from the LAST NAME and FIRST NAME field.	<ul style="list-style-type: none"> <li>• LAST NAME, FIRST NAME</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>JURISDICTION</b>	Categorical (Read-Only)		Represents the lowest level jurisdiction in the jurisdiction hierarchy that has access to a monitoree's record. Users can access records associated with both their assigned jurisdiction and any jurisdictions below their assigned jurisdiction. The jurisdictional hierarchy is defined by each agency before onboarding.  This field is populated from the ASSIGNED JURISDICTION field.	<ul style="list-style-type: none"> <li>• Lowest level of the Full Assigned Jurisdiction. May be a State, Territorial, Local, or Tribal jurisdiction name or a group within a jurisdiction.</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>ASSIGNED USER</b>	Numeric	6	Represents the user or group within a jurisdiction responsible for monitoring a monitoree.  This field is populated from the ASSIGNED USER field.	<ul style="list-style-type: none"> <li>• 1-999999</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Assigned user does not impact access to viewing or editing a record.</p> <p>Assigned User can be modified using 'Bulk Actions'</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>STATE/LOCAL ID</b>	String (Read-Only)		State/Local ID is the variable to represent the assigned state or local ID of the monitoree.  This field is populated from the STATE/LOCAL ID field	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	
<b>DATE OF BIRTH</b>	Date (Read-Only)		Represents the monitoree's date of birth  This field is populated from the DATE OF BIRTH field.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	NULL only available through blank entry during import.
<b>ENROLLMENT DATE</b>	Date (System-Generated)		Represents the date the monitoree was enrolled into Sara Alert.  This field is populated by the system.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> </ul>	<ul style="list-style-type: none"> <li>• Enroller</li> </ul>	Visible on Enroller Dashboard only
<b>END OF MONITORING</b>	Date (System-Generated)		Indicates the system calculated end of monitoring period. If CONTINUOUS EXPOSURE=selected, then there is no defined end of monitoring.  This field is populated from the END OF MONITORING field.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY = End of monitoring period</li> <li>• Continuous Exposure = No calculated end of monitoring period</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Visible in Monitoring Dashboard Exposure and Global workflow only  The END OF MONITORING date is configured at the system level. For COVID-19, END OF MONITORING date is calculated as LAST DATE OF EXPOSURE + 14 days. If LAST DATE OF EXPOSURE is left blank on import, END OF MONITORING will default to date of enrollment + 14 days"
<b>RISK LEVEL</b>	Categorical (Read-Only)		Represents the risk assessment of the monitoree's exposure to disease based on CDC or local guidance.  This field is populated from the RISK ASSESSMENT field.	<ul style="list-style-type: none"> <li>• High</li> <li>• Medium</li> <li>• Low</li> <li>• No Identified Risk</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Visible in Monitoring Dashboard Exposure workflow only

8. Monitoring Dashboard(s)

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>MONITORING PLAN</b>	Categorical (Read-Only)		Represents the monitoring approach selected by public health based on CDC or local guidance.  This field is populated from the MONITORING PLAN.	<ul style="list-style-type: none"> <li>• Daily active monitoring = Monitoree required to report to public health daily</li> <li>• Self-monitoring with public health supervision= Monitoree required to report to public health periodically</li> <li>• Self-monitoring with delegated supervision= An organization other than public health is responsible for monitoring</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Not visible on the <i>PUI</i> line list in Monitoring Dashboard Exposure workflow</p> <p>A daily symptom report is sent to any monitoree eligible to receive one regardless of monitoring plan value</p>
<b>REPORTER ID</b>	Numeric (Read-Only, Hyperlink)		Represents the SARA ALERT ID of the monitoree that is responsible of reporting on a monitoree's behalf. If a monitoree is a self-reporter or a HoH then this field will be their own SARA ALERT ID. If the monitoree is a household member, this field will be populated with the HoH's SARA ALERT ID.	<ul style="list-style-type: none"> <li>• Minimum Value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the Global Dashboard.</p> <p>ASSIGNED USER does not impact access to viewing or editing a record.</p> <p>ASSIGNED USER can be modified using 'Bulk Actions'.</p>
<b>LATEST REPORT</b>	Date Time (System-Generated)		Represents the date and time of the last daily report received from the monitoree.  This field is populated from monitoree's symptom reports.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY HH:MM Time zone</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	
<b>LATEST PUBLIC HEALTH ACTION</b>	Categorical (Read-Only)		Represents the public health recommendation provided to a monitoree that requires investigation to determine case status.  This field is populated from the LATEST PUBLIC HEALTH ACTION field.	<ul style="list-style-type: none"> <li>• Recommend medical evaluation of symptoms</li> <li>• Document results of medical evaluation</li> <li>• Recommend Laboratory testing</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the <i>PUI</i> line list in Monitoring Dashboard Exposure workflow</p>

8. Monitoring Dashboard(s)

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>EXTENDED ISOLATION TO</b>	Date (Read-Only)		User-defined date that is used by the system to determine eligibility to appear on the <i>Records Requiring Review</i> line list. A case cannot appear on the <i>Records Requiring Review</i> line list until after the user-specified date. Entering a future date will move case to the <i>Reporting</i> or <i>Non-Reporting</i> line list. This field may be blank  This field is populated from the EXTEND ISOLATION TO field.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Visible in Monitoring Dashboard. Isolation workflow only.
<b>SYMPTOM ONSET</b>	Date (Read-Only)		Represents the day disease-related symptoms were first reported. This date is auto-populated but can be changed by a user.  This field is populated from the SYMPTOM ONSET DATE field.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Visible in Monitoring Dashboard. Isolation workflow only.  Data element is retained after purge.
<b>FIRST POSITIVE LAB / FIRST POSITIVE LAB COLLECTED</b>	Date (Read-Only)	8 Digits	This field indicates the SPECIMEN COLLECTION DATE of the earliest positive lab result. For cases with no symptoms reported, this will allow users to see how many days it has been since the first positive lab result.  This field is populated from the Lab Results table's earliest SPECIMEN COLLECTION DATE where RESULT is "positive."	<ul style="list-style-type: none"> <li>• MM/DD/YYYY</li> <li>• &lt;blank&gt; = No positive lab result recorded for a monitoree or NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	Visible in Monitoring Dashboard. Isolation workflow only.  For COVID-19, this field is used to determine if a monitoree has met the Asymptomatic non-test-based recovery definition.  Called "FIRST POSITIVE LAB" on the Isolation Dashboard and "FIRST POSITIVE LAB COLLECTED" in the Monitoree Details

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>WORKFLOW</b>	Categorical (Read-Only)		Represents the workflow into which the monitoree will be enrolled. The Exposure workflow is used to monitor contacts of known cases. The Isolation workflow is used to monitor probable and confirmed cases.	<ul style="list-style-type: none"> <li>• Exposure</li> <li>• Isolation</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> <li>• Enroller</li> </ul>	<p>Also referred to as ‘Current Workflow’ in Custom Exports: Monitoree Details.</p> <p>Data element is retained after purge.</p>
<b>STATUS</b>	Categorical (System-Generated)		<p>For monitorees in the Exposure workflow, this field represents the line list, where the monitoree is being monitored.</p> <p>For monitorees in the Isolation workflow, this field represents the monitoree’s preliminarily met recovery definition. If the monitoree has not met a preliminary recovery definition, then this field indicates the line list where the monitoree is being monitored.</p>	<p>Exposure workflow:</p> <ul style="list-style-type: none"> <li>• asymptomatic</li> <li>• symptomatic</li> <li>• non reporting</li> <li>• under investigation = <i>PUI</i></li> <li>• closed</li> </ul> <p>Isolation workflow:</p> <ul style="list-style-type: none"> <li>• symp non test based</li> <li>• asymp non test based</li> <li>• test based</li> <li>• reporting</li> <li>• non reporting</li> <li>• closed</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Visible on <i>All Monitorees</i> or <i>All Cases</i> line lists in Monitoring Dashboard</p> <p>The following Isolation workflow STATUS values refer to the specific COVID-19 recovery logic that has been met by cases appearing on the Records Requiring Review line list: symp non-test-based, asymp non-test-based, and test-based</p>
<b>ELIGIBLE FOR PURGE AFTER</b>	Date Time (System-Generated)		<p>Represents the date and time that a monitoree’s identifiers will be eligible to be purged from the system. Monitorees are eligible for purge if they are on the closed line list and have not been updated for a defined period of time. For COVID-19, a monitoree will be purged unless the record is updated within the past 14 days.</p> <p>On Thursdays at noon UTC, the system will flag all records that are forecasted to be eligible to be purged of identifying information on Saturday at 11:59 pm UTC (i.e., records that at Saturday 11:59 UTC would have not been updated for 14 days).</p>	<ul style="list-style-type: none"> <li>• MM/DD/YYYY HH:MM</li> <li>Time zone</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the <i>Closed</i> line lists in Monitoring Dashboards</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>REASON FOR CLOSURE</b>	Categorical (Read-Only)		<p>Indicates the reason a monitoree was closed by the user or system.</p> <p>This field is system-generated unless a user manually changes MONITORING STATUS to 'Not Monitoring' or a user changes the CASE STATUS of a monitoree in the Exposure workflow to 'Confirmed' or 'Probable' and chooses to end monitoring. The user is then given the option to select a reason for closing a record from a drop-down menu.</p>	<p>User-Defined Fields</p> <ul style="list-style-type: none"> <li>• Completed Monitoring</li> <li>• Meets criteria to shorten quarantine</li> <li>• Does not meet criteria for monitoring</li> <li>• Meets Case Definition</li> <li>• Lost to follow-up during monitoring period</li> <li>• Lost to follow-up (contact never established)</li> <li>• Transferred to another jurisdiction</li> <li>• Person Under Investigation (PUI)</li> <li>• Case confirmed</li> <li>• Past monitoring period</li> <li>• Meets criteria to discontinue isolation</li> <li>• Fully Vaccinated</li> <li>• Deceased</li> <li>• Duplicate</li> <li>• Other</li> <li>• &lt;blank&gt;=NULL</li> </ul> <p>System-Defined Fields</p> <ul style="list-style-type: none"> <li>• Completed Monitoring (system)</li> <li>• No record activity for 30 days (system)</li> <li>• Enrolled more than 14 days after last date of exposure (system)</li> <li>• Enrolled on last day of monitoring period (system)</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the <i>Closed</i> line lists in Monitoring Dashboards</p> <p>REASON FOR CLOSURE can be set by 'Bulk Actions' when closing records using 'Close Records' or through 'Case Status' for records in the Exposure workflow.</p> <p>Data element is retained after purge.</p>
<b>FROM JURISDICTION</b>	Categorical (Read-Only)		This field indicates the full assigned jurisdiction path that a monitoree was transferred from during a specific transfer event.	<ul style="list-style-type: none"> <li>• USA, State/Territory, Locality</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the <i>Transferred In</i> line lists in Monitoring Dashboards</p> <p>Also referred to as 'Transferred From' on the Line List CSV.</p>

8. Monitoring Dashboard(s)

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>TO JURISDICTION</b>	Categorical (Read-Only)		This field indicates the full assigned jurisdiction path that a monitoree was transferred to during a specific transfer event.	<ul style="list-style-type: none"> <li>• USA, State/Territory, Locality</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>Only visible on the <i>Transferred Out</i> line lists in Monitoring Dashboards</p> <p>Also referred to as ‘Transferred To’ on the Line List CSV.</p>
<b>CLOSED AT</b>	Date Time (Read-Only)		Represents the date and time that a monitoree was manually closed by a user or automatically closed by the system.	<ul style="list-style-type: none"> <li>• MM/DD/YYYY HH:MM Time zone</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Contact Tracer</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	Only visible on the <i>Closed</i> line lists in Monitoring Dashboards



## 9. Admin Panel

The following data elements can be found when viewing the Admin Panel. Users with the following roles may have access to these data elements: Super User and Administrator. Data elements that can be modified by a user but cannot be modified directly from the admin panel are indicated as ‘(Read-Only)’ below the actual field type. Data elements that are system-generated and can never be directly modified by a user are categorized as ‘(System-Generated)’

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with the user. Jurisdictions may use this number for the assigned user field, but there is no automatic linkage between this ID and the ‘Assigned User’ field in a monitoree’s record	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	
<b>EMAIL</b>	String (Read-Only)		<p>This indicates the user’s email that is used to access the account. This email also serves as their username and two-factor authenticator (2FA) if user chooses to complete 2FA through email.</p> <p>This field can be changed by a user using the Edit User window.</p>	<ul style="list-style-type: none"> <li>• &lt;free text&gt;@&lt;free text&gt;.&lt;free text&gt;</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	Edits to this field will be logged as an Action in the ‘Audit’ window.
<b>STATUS</b>	Categorical (Read-Only)		<p>This field indicates if the user’s account is locked or unlocked.</p> <p>This field can be manually changed by a user in the ‘Edit User window or generated by the system after 5 unsuccessful login attempts.</p>	<ul style="list-style-type: none"> <li>• Locked</li> <li>• Unlocked</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	Edits to this field will be logged as an Action in the ‘Audit’ window.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>API ENABLED</b>	Categorical (Read-Only)		Indicates whether the user has access to the API. A local administrator or super user must have approval to access the API from the system administrator before they can enable it for users.  This field can be changed by a user using the 'Edit' button in the user's respective row.	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	Edits to this field will be logged as an Action in the 'Audit' window.
<b>2FA ENABLED</b>	Categorical (Read-Only)		Indicates whether the user has configured their accounts required two-factor authentication. Two-factor authentication provides a second layer of security to protect a user account by sending a token for login to their phone through call or text.  If a user has not yet configured their 2FA, they will be prompted to do so the first time you log into the system. This field can be changed by a user using the 'Edit' or bulk actions button in the user's respective row.	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	Edits to this field will be logged as an Action in the 'Audit' window.
<b>FAILED LOGIN ATTEMPTS</b>	Numeric (System-Generated)		This field represents the number of consecutive failed login attempts since the last successful login. The system will automatically lock a user's account after 5 failed login attempts. Unlocking an account will clear this number.	<ul style="list-style-type: none"> <li>• &lt;blank&gt; = 0</li> <li>• # = Number of consecutive failed log-in attempts</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	

<b>FIELD NAME</b>	<b>FIELD TYPE</b>	<b>FIELD LENGTH</b>	<b>DESCRIPTION</b>	<b>VALUE OPTIONS AND FORMATTING</b>	<b>ROLE ACCESS</b>	<b>COMMENTS</b>
<b>NOTES</b>	String (Read Only)	≤5000 Characters	This field stores notes about a specific user.  This field can be changed by a user using the 'Edit' button in the user's respective row.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = NULL</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Administrator</li> </ul>	Edits to this field will be logged as an Action in the 'Audit' window.

## 10. Unique to Exported Files

The following data elements can be found when viewing select export files. Users with the following roles have access to the export feature: Super User, Public Health user, and Public Health Enroller. If a data element is not available in all export formats, it is noted in the Comments column. This section includes exported data elements that are either not available through the user interface (outside of the History section) or whose column label differs from the User Interface (UI) label. Data elements that are system-generated and can never be directly modified by a user are categorized as ‘(System-Generated)’

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>PATIENT ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with the monitoree. Also referred to as the SARA ALERT ID and can be found as the last digits of the record's URL, as well as in the “Monitoree Details” section of a record, where it is referred to as SARA ALERT ID.	<ul style="list-style-type: none"> <li>• Minimum Value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found in the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees) .</p> <p>This field is referred to as Sara Alert ID on Custom Export: Monitoree Details.</p>
<b>SYMPTOMATIC</b>	Boolean		<p>This field indicates if the monitoree has reported symptoms that need review by a public health user.</p> <p>This field is populated from the NEEDS REVIEW field.</p>	<ul style="list-style-type: none"> <li>• True</li> <li>• False</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found in the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees).</p>
<b>WHO REPORTED</b>	String (System-Generated)		<p>System assigned value for the monitoree or user that submitted a report.</p> <p>This field is populated from the REPORTER field.</p>	<ul style="list-style-type: none"> <li>• Monitoree = Self-report by individual being monitored</li> <li>• Proxy = Report submitted by head of household on behalf of monitoree</li> <li>• User Name = Report submitted or edited by public health user</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found in the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees) and Custom Export: Reports.</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>COMMENT/ HISTORY COMMENT</b>	String		This field represents the History entries that record a change made to the record by a user, automated system action, or comments added by a user.  This field is populated from the record history.	<ul style="list-style-type: none"> <li>System-generated message or &lt;free text&gt;</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	<p>This COMMENT field can be found in the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees).</p> <p>This HISTORY COMMENT field can be found on Custom Export: Histories.</p>
<b>ENROLLER</b>	String (System-Generated)		This field represents the user that enrolled the monitoree through import or the enrollment wizard.	<ul style="list-style-type: none"> <li>Enrolling user’s username</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	This field can be found on Custom Export: Monitoree Details.
<b>MONITOREE CREATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree was enrolled.	<ul style="list-style-type: none"> <li>YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	<p>This field can be found on Custom Export: Monitoree Details.</p> <p>Data element is retained after purge.</p>
<b>MONITOREE UPDATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree’s record was last updated in the system.	<ul style="list-style-type: none"> <li>YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	<p>This field can be found on Custom Export: Monitoree Details.</p> <p>Data element is retained after purge.</p>
<b>ID OF REPORTER</b>	Numeric (System-Generated)		This field represents the Patient ID/Sara Alert ID of the monitoree responsible for reporting for this monitoree. Reporters are the monitoree if not a household member or monitoree’s Head of Household if in a household.  This field is system-generated, but Head of Household can be changed by user in the system.	<ul style="list-style-type: none"> <li>Minimum Value = 1</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	<p>This field can be found on Custom Export: Reports.</p> <p>Data element is retained after purge if the monitoree is household member.</p>
<b>HEAD OF HOUSEHOLD</b>	Boolean (System-Generated)		This field indicates if the monitoree is a head of household  This field is system-generated, but Head of Household can be changed by user in the system.	<ul style="list-style-type: none"> <li>True = Serves as Head of Household</li> <li>False = Not Head of Household; may be a household member or non-household member</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	This field can be found on Custom Export: Monitoree Details.
<b>PAUSED NOTIFICATIONS</b>	Boolean		This field indicates if the monitoree has notifications paused (i.e., by using the ‘Pause Notifications’ button)	<ul style="list-style-type: none"> <li>True = Notifications paused</li> <li>False = Notifications sent by system if eligible</li> </ul>	<ul style="list-style-type: none"> <li>Super User</li> <li>Public Health</li> <li>Public Health Enroller</li> </ul>	This field can be found on Custom Export: Monitoree Details.

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FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>FOLLOW-UP REASON</b>	Categorical		Indicates the reason a monitoree was flagged by a user for follow-up.  The user is then given the option to select a reason for flagging a record from a drop-down menu.	<ul style="list-style-type: none"> <li>• Deceased</li> <li>• Duplicate</li> <li>• High-Risk</li> <li>• Hospitalized</li> <li>• In Need of Follow-up</li> <li>• Lost to Follow-up</li> <li>• Needs Interpretation</li> <li>• Quality Assurance</li> <li>• Refused Active Monitoring</li> <li>• Other</li> <li>• &lt;blank&gt; = Null</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The flag for ‘Needs Interpretation’ operates independently from the INTERPRETATION REQUIREMENT field.</p> <p>This field can be found on Custom Export: Monitoree Details and all ”canned” export types.</p>
<b>FOLLOW-UP NOTE</b>	String	≤2000 Characters	Represents any additional notes about the monitoree’s flag for follow-up This can include details about a monitoree’s interpretation requirements, health status, data quality , etc.	<ul style="list-style-type: none"> <li>• &lt;free text&gt;</li> <li>• &lt;blank&gt; = Null</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Monitoree Details and all ”canned” export types.
<b>LAST ASSESSMENT REMINDER SENT DATE</b>	Date Time (System-Generated)		This field represents the date and time that a report reminder was last sent to a monitoree.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Monitoree Details.
<b>REPORT UPDATED DATE/UPDATED AT</b>	Date Time		This field represents the date and time that a monitoree’s report was last updated in the system.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This UPDATED AT field can be found in the Reports section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees).</p> <p>This REPORT UPDATED DATE field can be found on Custom Export: Reports.</p>
<b>NEW LOSS OF TASTE AND SMELL</b>	Boolean		<p>OBSOLETE FIELD: This field is no longer being collected and has been replaced by two fields NEW LOSS OF SMELL and NEW LOSS OF TASTE.</p> <p>Indicates if monitoree was experiencing new loss of taste or smell at time of report.</p>	<ul style="list-style-type: none"> <li>• True = Responded ‘Yes’</li> <li>• False = Responded ‘No’</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Reports.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>LAB REPORT CREATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree's lab report was added to the system.	• YYYY-MM-DD HH:MM:SS UTC	• Super User • Public Health • Public Health Enroller	This field can be found on Custom Export: Lab Results.
<b>LAB REPORT UPDATED DATE/ UPDATED AT</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree's lab report was last updated in the system.	• YYYY-MM-DD HH:MM:SS UTC	• Super User • Public Health • Public Health Enroller	This UPDATED AT field can be found in the Lab Results section of the 'Canned' System Excel Exports (Purge-Eligible and All Monitorees)  This LAB REPORT UPDATED DATE field can be found on Custom Export: Lab Results.
<b>VACCINATION CREATED DATE/ CREATED AT</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree's vaccination was added to the system.	• YYYY-MM-DD HH:MM:SS UTC	• Super User • Public Health • Public Health Enroller	This CREATED AT field can be found in the Vaccinations section of the 'Canned' System Excel Exports (Purge-Eligible and All Monitorees).  This VACCINATION CREATED DATE field can be found on Custom Export: Vaccinations.
<b>VACCINATION UPDATED DATE/ UPDATED AT</b>	Date Time (System-Generated)		This field represents the date and time that a monitoree's vaccination was last updated in the system.	• YYYY-MM-DD HH:MM:SS UTC	• Super User • Public Health • Public Health Enroller	This UPDATED AT field can be found in the Vaccinations section of the 'Canned' System Excel Exports (Purge-Eligible and All Monitorees).  This VACCINATION UPDATED DATE field can be found on Custom Export: Vaccinations.
<b>CLOSE CONTACT ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with a close contact before they are fully enrolled.	• Minimum value = 1	• Super User • Public Health • Public Health Enroller	This field can be found on Custom Export: Close Contacts.

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>ENROLLED ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with a close contact after they have been fully enrolled. Also referred to as the SARA ALERT ID and can be found as the last digits of the record's URL.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Close Contacts.
<b>CLOSE CONTACT CREATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a close contact was added to the system.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Close Contacts.
<b>CLOSE CONTACT UPDATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a close contact was last updated in the system.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Close Contacts.
<b>TRANSFER ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with a specific transfer event. Monitorees transferred multiple times will have a unique Transfer ID for each transfer.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Transfers.
<b>WHO INITIATED TRANSFER</b>	String (System-Generated)		The username of the person who submitted a transfer of a monitoree.	<ul style="list-style-type: none"> <li>• User Name</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found on Custom Export: Transfers.
<b>TRANSFER CREATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a transfer event occurred in the system.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found on Custom Export: Transfers.</p> <p>Also referred to as 'Transferred At' on the Line List CSV.</p>
<b>TRANSFER UPDATED DATE</b>	Date Time (System-Generated)		This field represents the date and time that a transfer event was updated in the system.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found on Custom Export: Transfers.</p> <p>Users do not have the ability to update transfers, so this field will be the same as Transfer Created Date.</p>

10. Unique to Exported Files



FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>HISTORY ID/ COMMENT ID</b>	Numeric (System-Generated)		Indicates the unique system ID associated with a specific History event and comment. Monitorees with multiple recorded history events will have a unique History ID for each COMMENT.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The COMMENT ID field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees)</p> <p>The HISTORY ID can be found on Custom Export: Histories</p>
<b>ORIGINAL COMMENT ID</b>	Numeric (System-Generated)		Indicates the COMMENT ID of the original comment before any edits were made. If a comment is edited multiple times, each edit’s ORIGINAL COMMENT ID will indicate the same first recorded version.	<ul style="list-style-type: none"> <li>• Minimum value = 1</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>This field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees) and Custom Export: Histories.</p>
<b>HISTORY CREATOR/ CREATED BY</b>	String (System-Generated)		<p>This field indicates if the system or a user generated the message in the COMMENT field. If a user caused the change then the user’s username will be listed.</p> <p>This field is populated from the CREATOR field.</p>	<ul style="list-style-type: none"> <li>• Username = User that initiated the recorded change or created the comment</li> <li>• Sara Alert System = the system initiated the recorded change</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The CREATED BY field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees).</p> <p>The HISTORY CREATOR can be found on Custom Export: Histories.</p>
<b>HISTORY CREATED DATE/ CREATED AT</b>	Date Time (System-Generated)		<p>This field represents the date and time that a History event and comment was created or deleted in the system. The default value will be HISTORY CREATED DATE, but if a COMMENT is deleted it will be replaced with the date and time of deletion. If an edited comment is deleted, all versions of the comment will be given the same deletion timestamp.</p>	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The CREATED AT field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees)</p> <p>The HISTORY CREATED DATE can be found on Custom Export: Histories</p>

FIELD NAME	FIELD TYPE	FIELD LENGTH	DESCRIPTION	VALUE OPTIONS AND FORMATTING	ROLE ACCESS	COMMENTS
<b>HISTORY UPDATED DATE/ UPDATED AT</b>	Date Time (System- Generated)		This field represents the date and time that a History event and comment was created or deleted in the system. The default value will be HISTORY CREATED DATE, but if a COMMENT is deleted it will be replaced with the date and time of deletion. If an edited comment is deleted, all versions of the comment will be given the same deletion timestamp.	<ul style="list-style-type: none"> <li>• YYYY-MM-DD HH:MM:SS UTC</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	<p>The UPDATED AT field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees).</p> <p>The HISTORY UPDATED DATE can be found on Custom Export: Histories</p>
<b>DELETED BY</b>	String (System- Generated)		This field indicates the username of the user that deleted a specific history comment. This information will appear for all versions of an edited COMMENT.	<ul style="list-style-type: none"> <li>• Username = User that initiated the recorded change or created the comment</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	The DELETED BY field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees) and Custom Export: Histories.
<b>DELETE REASON</b>	Categorical and String		This field indicates the selected and/or additional reason that a user that deleted a specific history comment. This information will appear for all versions of an edited COMMENT.	<ul style="list-style-type: none"> <li>• Duplicate entry</li> <li>• Entered in error</li> <li>• Other: &lt;free text&gt;</li> </ul>	<ul style="list-style-type: none"> <li>• Super User</li> <li>• Public Health</li> <li>• Public Health Enroller</li> </ul>	This field can be found in the Edit Histories section of the ‘Canned’ System Excel Exports (Purge-Eligible and All Monitorees) and Custom Export: Histories.