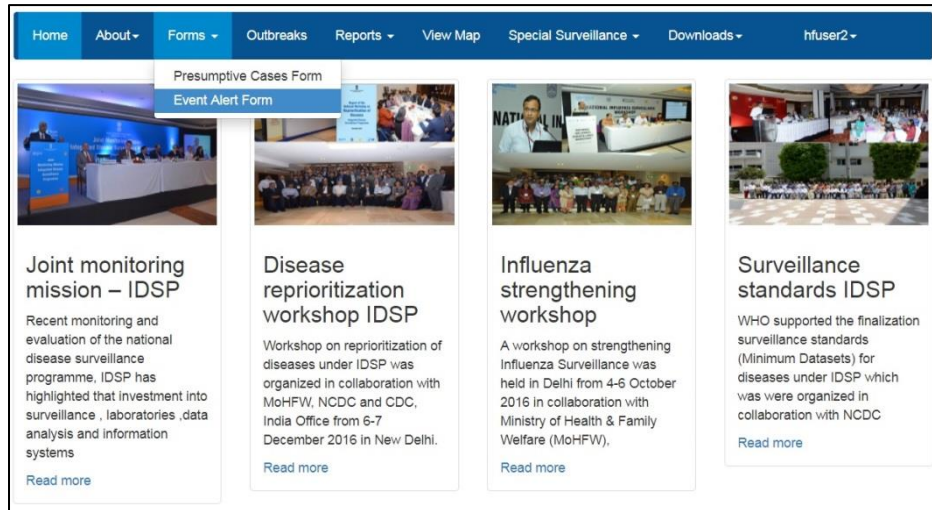**Event Alert and Outbreak Investigation Manual:** This guide is prepared basically to explain the data flow of generating Event Alert form and Outbreak Investigation and related things.

The **learning objectives** of this guide are as following:

1. Understanding **Data Flow during Outbreaks and Events.**
2. Understanding **Event Alerts.**
3. Understanding **Health Condition Alerts.**
4. Understanding **EWS Outbreak Summary.**

The outbreak is said to occur in a particular place when the number of cases of a particular health condition is clearly in excess of the expected frequency and / or requires rapid public health response to control the morbidity and mortality from the health condition. The suspicion of the outbreak is done by information. This information is captured in Event Alert or Health Condition Alert. So first we will understand how the Event Alert form can be used by various Users in flagging the potential outbreak.

1. <u>Data Entry in **Event Alert form**</u>: Any user of any health facility (except the Lab user) **can flag an event** through "Event Alert Form". Here we will take the example of P form user (**Medical Officer or IDSP Nodal Officer of the Health Facility**) raising the event alert. Similarly, Health Workers like ANM can also raise an Event Alert using IHIP mobile app. District/State/National level user can also raise an Event Alert using Event Alert form using their respective user account on IHIP-IDSP web portal.

   i. First log in with your respective User ID and password. (URL: https://idsp.nhp.gov.in)
   ii. Click on "**Forms**" menu and then click on "**Event Alert Form**"

   iii. Fill in the "**Event Occurred Date**", select the <u>Sub District</u> and <u>Village</u>, Select the "**Health condition**" (syndrome or disease) and "**Source**" which provided the information about the event and provide some details about the event in the "**Message**" text box; you may also upload any photo or document by clicking on "**Choose Files**". Click "**Submit**" to complete the process. The same may be viewed in Reports Tab.
   iv. The event alert thus submitted will be visible at the respective Health facility user and District level user under "OUTBREAKS TAB".

2. Now we will see how **Outbreaks** Menu will help **to monitor and respond to various Event alerts and Health Conditions alerts**; once these alerts are converted in to "Outbreaks" then this menu will also help the Health Facility (P form) user, DSO user, SSO user and CSU users **to enter various details about the outbreak**. But here we will stick to **Outbreak data flow** between Health Facility user (P form user) and District Surveillance Officer (DSO) user.

   i. "Outbreaks" page in P form user and DSO user has same 3 parts: **a) Event Alerts, b) Health Condition Alerts and c) EWS Outbreak Summary**. One can click on "Show More......" to get the whole list of alerts/outbreaks summary. We have already seen above how a user of the Health Facility can raise an Event Alert.

   Similarly Health conditions alerts will be generated automatically depending upon the threshold set for each disease or when number of Laboratory confirmed cases for a particular disease cross threshold. **Each Event Alert and Health Condition Alert has unique ID ending with EA and HA respectively**. Only District / State / National User has the authority to convert an event to an outbreak based on preliminary information given by the Medical Officer / IDSP Nodal Officer of the Health Facility. **Once the event is converted to an Outbreak**, it will appear under "EWS Outbreak Summary" and **the Alert ID will be converted in to Outbreak ID with suffix "EA" or "HA" replaced by "O"**.

Above screen is of the Outbreak Menu page of the Health Facility (P form) user; the screen of the Outbreak Menu page of the DSO user is same except following differences:

a. One can see "**Update Action**" button under "Action Update" column in the Event Alerts and Health Condition Alerts lists for each of the Event Alerts and Health Condition Alerts which are freshly generated and are not yet seen or acted upon by the DSO user.

b. Or one can see "**Reviewed**" word in "Action Update" column if the DSO has gone through the event alert and thinks that the Outbreak Investigation is not required for this event alert based on the information given by the Health Facility user.

c. Or one can see a **Unique Outbreak ID** in "Action Update" column if the DSO has gone through the event alert and thinks that the Outbreak Investigation is required for this event alert based on the information given by the Health Facility user.

ii. On clicking "**View**" for a particular Event Alert, it will show basic details about the Event Alert like Event Alert ID; Event Occurred Date; Place, Health Facility and Syndrome/Disease for which alert has been raised; date of update; Source which/who provided the information about the Event and Message which describes the Event in brief and any important document attached that can help in relation with the event alert raised. This is true for both Health Facility user and DSO user.

iii. Now let's see what's happens when the **DSO user clicks on "Update Action"** button for any of the Event Alert generated. DSO will see the "Action Update" window with some very basic details about the event alert (including Event Alert ID) and space for adding **message under "Preliminary Information"** in which DSO can write the information provided by the Health Facility user during preliminary investigation of the event. DSO can also **select Syndrome or Disease** from the "Health

Condition" drop down menu based on the preliminary information and **can select whether Outbreak Investigation is required or not**.

iv. As soon as DSO selects **"Yes"** under **"Outbreak Investigation Required"**, 2 more parts [RRT Details and Facility Covered] will appear and **Outbreak ID will be generated having same number as "Event Alert" but ending with suffix "O" instead of "EA"**. DSO can **select the RRT members** with their date of deployment (they will receive the auto generated SMS). With "+" sign, DSO can select as many RRT members as required. DSO **selects Health Facilities**, the areas of which seem to be affected based on preliminary investigation. With "+" sign, multiple health facilities can be selected. When DSO clicks on "Submit" button, the selected **RRT members will receive an SMS for the deployment** in the concerned outbreak.

v. The Health Facility (P form) user or RRT user will go to the "**Outbreak**" menu page and will **click a particular Outbreak ID** under "**EWS Outbreak Summary**" to open the "**Action Update**" page. The upper part of this page contains **basic details of the Outbreak** including **Preliminary Information,**

Details of the RRT Members selected, RRT Update. RRT Members can update their comments under RRT Update.

vi. The lower part of "**Action Update**" has space to enter the Line Listing of Cases/Deaths reported under the Outbreak. The Health Facility (P form) user or RRT user can add the Outbreak cases/deaths details using "**Add Affected Case**".

vii. This is how data fields under "**Add Affected Case**" will appear. It's very much similar to L form with additional data fields like Symptoms, Immunization Status, and Travel History etc.

viii.   After adding and saving the cases/deaths details under "Add Affected Case", the line list of the cases/deaths will go under "**Line Listing of Case-Pending Submission**". At this stage, one can change the details of the cases by clicking on "Edit" button in front of the case details. Once cross verified and all the mandatory fields are filled (including results of the Laboratory samples collected), click on "Submit". *Details once submitted cannot be edited.*

ix.   Once you "**Submit**" the case details, it will automatically go under "**Submitted Line Listing**". The death case will appear under "**List of Death Cases**".

Similarly, add all the cases identified by the RRT members and other health staff during outbreak investigation. The Health Facility (P form) user or RRT member can add as many cases as detected after the initiation of outbreak investigation until outbreak is "Completed". Once the cases stop coming and it seems that the outbreak is contained then the DSO can close the outbreak. In the following section we will see the same.

x. When an Event Alert is converted in to Outbreak by the DSO, the Outbreak will be enlisted under EWS Outbreak Summary with the initial status of "Ongoing - Under Surveillance" with orange color background.

xi. One can click on the Outbreak ID (blue button) to see the details of the outbreak investigation as entered by the Health Facility (P form) user &/or RRT user. In the upper part of the "Action Update",

one can see basic details of the outbreak, RRT Members chosen for Outbreak investigation and various comments put by RRT Members with date. One can also click and download any document uploaded by the Health Facility (P form) user &/or RRT user in relation with the outbreak.

xii. In the lower part of the "Action Update", DSO can update as per IHR guidelines. If the outbreak is ongoing then one of the 2 sub status [Under Surveillance / Contained] can be selected.

xiii.   Once the outbreak is over [i.e. no new case coming even after twice the duration of incubation period of the disease since the date of onset of last case of the outbreak], DSO can select "Completed" status. In this case, DSO will also have to select the date on which RRT completed investigation. DSO can add any important comments in "Remarks" box and can also attach any important document in relation with outbreak investigation. DSO can also view the Line-List of the Cases and Deaths. On clicking the "Save" button the details will be saved. *Once the outbreak is "Completed" and the "Save" button is clicked, no changes can be made thereafter.*

xiv.   When the outbreak status is selected as "Completed", the same can be seen in the EWS outbreak summary with Green color background under "Status" column.

xv. One can always get print of the details of the Outbreak investigation whenever required by clicking on "Print" command under "Action Update"