

# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH

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### Updated Guidance for Online Provider Reporting of 2019 Novel Coronavirus (COVID-19) Cases

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The Connecticut Department of Public Health (DPH) is providing updated guidance for providers on reporting of COVID-19 cases in accordance with State of Connecticut reportable disease requirements.

#### What to report?

- Providers **must** complete a COVID-19 Case Report Form (CRF) for patients with **any positive laboratory finding** of SARS-CoV-2, the virus that causes COVID-19 disease.
- If a patient tests positive multiple times, a new CRF should be submitted for any positive test  $\geq$  30 days since the last positive test (although this is expected to be uncommon).

**Please complete the CRF with as much information as possible, including patient identified race and ethnicity.**

#### Who should report?

- In the hospital setting (e.g., in-patients, ED, hospital healthcare workers), CRFs are typically completed by the infection control team.
- Outside of the hospital setting, the provider who ordered the SARS-CoV-2 test should complete the CRF.
- Laboratories do not complete CRFs.

#### How to report?

There are two online mechanisms to report COVID-19 cases. Online reporting will speed the collection and dissemination of critical information during the COVID-19 pandemic.

- **All providers** can report cases of COVID-19 by using the **Online COVID-19 Provider Case Report Form**. Reports for CT residents only should be submitted. This online form can be accessed by any web browser. <https://dphsubmissions.ct.gov/Covid/InitiateCovidReport>
- **Hospital Infection Preventionists** can report directly through the Connecticut Electronic Disease Surveillance System (CTEDSS) (requires prior user approval and enrollment). <https://edss.dph.ct.gov>

Reporting to DPH by using the online form or CTEDSS also meets the requirement for reporting to local health departments; local health departments can access case report forms for residents of their jurisdictions through CTEDSS.

Providers who are unable to report cases of COVID-19 online can contact the DPH Epidemiology and Emerging Infections Program (EEIP) at [dph.eeip@ct.gov](mailto:dph.eeip@ct.gov) to request a PDF version of the current CRF to complete and return by fax.



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