

Beaumont

Origination: 4/27/2020
Effective: 11/30/2021
Last Approved: 11/30/2021
Last Revised: 11/30/2021
Next Review: 11/30/2023
Document Contact: Jennie Green: Mgr
Laboratory
Area: Laboratory-Quality
Key Words:
Applicability: All Beaumont Hospitals

Reporting Infectious Organisms and Other Notifiable Diseases to Local and State Agencies

Document Type: Procedure

I. PURPOSE AND OBJECTIVE:

The purpose of this document is to facilitate the timely reporting of notifiable diseases by the laboratory to local and state public health authorities consistent with Michigan's Communicable Disease Rules. The majority of Michigan disease reporting is accomplished with the use of the web-based Michigan Disease Surveillance System (MDSS).

II. DEFINITIONS/ACRONYMS:

- A. **Reportable disease:** A disease that must be reported to federal, state or local health authorities when diagnosed. These diseases can have significant consequence to public health. Alternate terminology: *Notifiable diseases, Communicable diseases.*
- B. **Communicable disease:** A disease that can be transmitted from one person or animal to another.
- C. **Infectious disease:** A disease caused by an infectious agent, many are communicable
- D. **MDHHS:** Michigan Department of Health & Human Services
- E. **MDSS:** Michigan Disease Surveillance System

III. PROCEDURE:

- A. Required organisms are reported to MDHSS electronically through the direct interface or by manual methods. See Attachment A for Reportable Diseases in Michigan.
- B. There are Send Out tests that are not reported automatically. Those tests are entered manually into the MDSS system. See Attachment B for information on manual reporting via the MDSS system.
- C. Individual testing departments will have department specific protocols to follow which may include the following:
 - 1. Contacting the physician or licensed care giver if the communicable disease is on the Critical (Panic) Values List.
 - 2. Contacting the Health Department by phone for specific results that must be reported with 24 hours or that may be agents for bio-terrorism.

3. Completing Health Department documentation and forward completed documentation to the Health Department.

D. Special Notes:

1. Reportable Disease reports are auto-generated to the Health Department via interface. Changes to the reportable disease reports should be communicated as soon as possible (verbally, via phone) to the appropriate Health Department.
2. Royal Oak - Notify the Lab Quality Manager/Coordinator of any changes to Reportable Diseases type patient reports.

IV. REFERENCES:

- A. [Communicable Disease Reporting](#)
- B. [Michigan Department of Health & Human Services](#)
- C. [MDHSS Communicable Disease Information and Resources](#)
- D. [2021: Health Care Professional's Guide to Disease Reporting in Michigan](#)
- E. [Quick Reference Guide: Michigan Disease Surveillance System, MDCH web site](#)
- F. [Beaumont Laboratory Testing Information](#)

Attachments

[Attachment A - MDHHS Reportable Diseases and contacts](#)

[Attachment B - MDSS Quick Reference Guide \(for manual reporting, i.e. interface downtimes only\)](#)

Approval Signatures

Step Description	Approver	Date
CLIA Site Licensed Medical Directors	Jeremy Powers: Chief, Pathology	11/30/2021
CLIA Site Licensed Medical Directors	Vaishali Pansare: Chief, Pathology	11/29/2021
CLIA Site Licensed Medical Directors	Muhammad Arshad: Chief, Pathology	11/29/2021
CLIA Site Licensed Medical Directors	John Pui: Chief, Pathology	11/24/2021
CLIA Site Licensed Medical Directors	Mitual Amin: Chair, Pathology - OUWB	11/24/2021
CLIA Site Licensed Medical Directors	Ann Marie Blenc: System Med Dir, Hematopath	11/24/2021
Policy and Forms Steering Committee Approval (if needed)	Gail Juleff: Project Mgr Policy	11/24/2021
Policy and Forms Steering Committee Approval (if needed)	Jennie Green: Mgr Laboratory	11/24/2021
Operations Directors	Brittnie Berger: Dir, Lab Operations C	11/24/2021
Operations Directors	Sarah Britton: VP Laboratory Svcs	11/23/2021

Step Description	Approver	Date
Operations Directors	Elzbieta Wysteppek: Dir, Lab Operations B	11/22/2021
Operations Directors	Amy Knaus: Dir, Lab Operations C	11/10/2021
Operations Directors	Amy Conners: Dir, Lab Operations A	11/10/2021
Operations Directors	Kimberly Geck: Dir, Lab Operations B	11/10/2021
Operations Directors	Joan Wehby: Dir, Lab Operations C	11/10/2021
Quality Best Practice	Jennie Green: Mgr Laboratory	11/10/2021
	Jennie Green: Mgr Laboratory	11/10/2021

Applicability

Dearborn, Farmington Hills, Grosse Pointe, Royal Oak, Taylor, Trenton, Troy, Wayne

COPY