

Laboratory Procedure Manual

Policy: Reporting Communicable Disease

Purpose:

To assure results of Reportable Communicable Disease are reported to the South Dakota State Health Laboratory in the required timeframe. Reporting infectious diseases and related conditions is a vital step in disease prevention and control.

Procedure:

I. Reportable Conditions

- A. Reportable Diseases and conditions can be found on the South Dakota Department of Health website <http://doh.sd.gov/diseases/>
- B. Two levels of disease are designated for reporting:
 - i) Category I includes diseases with severe health or outbreak implications that require immediate public health follow-up. These **MUST** be reported within 24 hours.
 - ii) Category II includes diseases that affect public health but do not require immediate follow-up. These **MUST** be reported within 3 days.

II. Reporting Diseases and Conditions

- A. Brown Clinic Laboratory will be responsible for reporting diseases to the state that are discovered by laboratory tests performed within the Brown Clinic Laboratory.
- B. Information necessary for reporting includes:
 - i) Patient's Name (First and Last), city of residence, race, ethnicity, date of birth and gender.
 - ii) Disease or Condition, test name and patient hospitalization.
 - iii) First and last name, phone number and facility of person reporting the disease or condition.
- C. Reporting will be completed manually within the necessary timeframe using the following link: <https://apps.sd.gov/PH93Morbidity/secure/index.aspx>

III. Procedure for reporting Influenza

- A. Daily reports will be pulled during influenza season for determining the need to report results to the State Health Lab.
 - i) In LabDaq:

