



Top NC COVID-19 Data Entry Mistakes

2-2021

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Data Entry Mistake Categories

- ❖ The broad categories for data entry mistakes on COVID-19 events include:
 - Date Errors
 - Death Errors
 - Missing Lab Errors
 - Searching Errors
 - Submission Errors

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Date Errors

- ❖ Using the calendar feature and not ensuring that the correct month/year are selected



- ❖ Entering the person's date of birth (DOB) as the symptom onset date or the lab specimen collection date



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Investigation Trail Errors

- ❖ Unless the event was created by a State user, the first block in the Investigation Trail should contain the LHD group, the reason for assignment 'Original/Initial assignment' and the classification status that matches the lab results
- ❖ If you are the person completing the event and submitting to the State, you should put your name and phone number in the Authorized Reporter fields

Investigation Trail: Add a new entry or edit a group to which the event occurred during the investigation

Date Assigned/Reassigned: 01/15/2021 [Clear] [Add New]
 Reason for Assignment: [Widespread] [Clear] [Add New] Local patient identifier: []
 Authorized Reporter: [] [Assign to State] [Clear] [Add New] County: [] Phone number: (919) 548-1887
 Classification status: [Confirmed] [Clear] [Add New]

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Investigation Trail Errors

- ❖ Submitting to the State as "Unspecified" or with the wrong classification based on the type of positive labs
 - A positive PCR/NAA/RNA lab = confirmed
 - A positive Ag lab with no positive PCR = probable

Investigation Trail: Add a new entry or edit a group to which the event occurred during the investigation

Date Assigned/Reassigned: 02/02/2021 [Clear] [Add New]
 Reason for Assignment: [Assign to State] [Clear] [Add New] Local patient identifier: []
 Authorized Reporter: [] [Assign to State] [Clear] [Add New] County: [] Phone number: []
 Classification status: [Confirmed] [Clear] [Add New]

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Investigation Trail Errors

- ❖ An LHD to LHD transfer is done when you determine that the person was NOT diagnosed with COVID in your county. Events may be assigned incorrectly when the patient address is not included with the initial lab result or the person turns out to be a student or in jail
 - Update the County of Residence to the correct county
 - Add a new block and assign to that county LHD
 - Ensure the patient address is updated

Investigation Trail: Add a new entry or edit a group to which the event occurred during the investigation

Date Assigned/Reassigned: 01/15/2021 [Clear] [Add New]
 Reason for Assignment: [Widespread] [Clear] [Add New] Local patient identifier: []
 Authorized Reporter: [] [Assign to State] [Clear] [Add New] County: [] Phone number: (919) 548-1887
 Classification status: [Confirmed] [Clear] [Add New]

Date Assigned/Reassigned: 01/15/2021 [Clear] [Add New]
 Reason for Assignment: [LHD to LHD transfer] [Clear] [Add New] Local patient identifier: []
 Authorized Reporter: [] [Assign to State] [Clear] [Add New] County: [] Phone number: []
 Classification status: [Confirmed] [Clear] [Add New]

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❖ Questions– please contact your TATP nurse or the Helpdesk at

 *Contact Us*
919-715-5548 (toll-free at 877-625-9259)

 *Email Us*
NCEDSSHelpDesk@dhhs.nc.gov



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