

Linking Events

When a contact is named during an investigation, the contact should be linked to the case patient’s event in NCEDSS in one of two ways.

1. Link to an existing event (contact or case)
2. Create a linked event/person

Determining Type of Link in NCEDSS



Person Summary

Demographic Information (View History)		Notes (Add/Edit)	
Name:	Red, Roses Are		
Maiden/Other Name:			
Alias:			
Gender:	Male		
Birth Date:	01/05/1995		
Death Date:			
Living Status:	Alive		
Age:	27		
Social Security Number:			
Party ID:	PCTFJVEVGOG		
Create Date:	08/22/2022		

Contact Information						
Type	Address	County	Country	Phone	GIS Info	Action
Home *	123 Violets Are Blue Ct, Gaston, NC	Gaston	USA		Pending	Edit
Primary	27832	County				Delete

[Edit Person](#)

Event Information

Events				
Event ID	Person	Status	Create Date	Disease

When a contact is named during an investigation, always conduct a person search first in NCEDSS to see if the person exists already in the application

- If the person exists, determine if they have an existing event of the disease.
 - If there is an existing event of that disease, copy the Event ID to **link to the existing event**
 - If you cannot see any events, reach out to the county of residence or to the Helpdesk to determine if an event share is appropriate
 - If there are no existing events, copy the Party ID, you will **create a linked contact event for the existing person**
- If the person does not exist, you will **create a linked contact event for a new person**

Linking Direction

Event Summary

Basic Information	
Event ID:	103258985
Disease:	Monkeypox (72)
Person:	TestCase MonkeyPox Birth Date: 05/14/2000 (22 Male)
Type:	Interactive
Investigation Status:	Open
Linked Events/Contacts:	0 linked event(s)/contact(s) (View)
Attachments:	0 attachment(s) (Add)
Notifications:	Classification: Confirmed
	Event is in workflows [View List]
	County of residence: Wake County

[Edit Event Properties](#)

Once you have searched and determined the type of link you need to create, always return to the case patient’s event (the event of the person who named the contact).

- Click the [\(View\)](#) hyperlink on the Linked Events/Contacts: row

Contact Linking



Link to an Existing Event

Link Events

Operation: Select Event...

Link Type: Reset

Relationship:

Save Dashboard Help

In the Link Events section of the Linked Events screen

- Operation: Link To Existing Event
- Link Type: Contact
- Relationship: Choose appropriate status, if sexual contact, select OTHER
- Click the Select Event... button

Search Case

Search Criteria

Event ID:

Search Results

Event ID	Name	Birth Date	Status	Disease	Effective From	Gender	External ID
103258989	Roses Are Red	01/05/1995	Open	Monkeypox (72)	08/23/2022	Male	PCTFJEVGOG

Showing 1 to 1 of 1 entries

Select Cancel Help

- The Search Case window will open
- Enter/paste the contact's event ID in the Event ID field
- Click the Search button
- Select the event from the Search Results

Link Events

Operation: Select Event...

Disease: Reset

Link Type:

Relationship:

Demographics

First Name: Middle Name: Last Name:

Suffix: Maiden/Other Name: Alias:

Birth Date: Gender: Social Security Number:

Contact Information

Address Type: Street:

City: State: Zip Code:

County: Country:

Home Phone: Mobile Phone: Work Phone:

Email: Fax:

Save Dashboard Help

The Linked Events screen will display with the Demographics and Contact Information populated with the existing person information (not editable)

- Click the Save button

Linked Events								
Event ID	Person	Status	Create Date	Disease	Link Type	Relationship	Action	Secondary Case Links
103258989	Red, Roses Are	Open	08/23/2022	Monkeypox (72)	Contact	Other	Edit Delete Link	View Secondary Links

The linked event will appear in the Linked Events table. Links can be edited or deleted and the linked event can be accessed from here.

Contact Linking



Create a Linked Event for an EXISTING Person

Link Events

Operation: Create Linked Event

Disease: Monkeypox (72)

Link Type: Contact

Relationship: Other

In the Link Events section of the Linked Events screen

- Operation: Create Linked Event
- Disease: Select Disease
- Link Type: Contact
- Relationship: Choose appropriate status, if sexual contact, select OTHER
- Click the Select Person... button

Search Party

Party ID: PCTFJVEVGOG

Search Results

Name	Birth Date	Street Address	City	State	Zip Code	External ID
Red, Roses Are	01/05/1995	123 Violets Are Blue Ct	Gaston	NC	27832	PCTFJVEVGOG

Showing 1 to 1 of 1 entries

- The Search Party window will open
 - Enter the contact's Party ID in the Party ID field
 - Click the Search button
 - Select the contact from the Search Results

Link Events

Operation: Create Linked Event

Disease: Monkeypox (72)

Link Type: Contact

Relationship: Other

Demographics

First Name: Roses Middle Name: Are Last Name: Red

Suffix: Maiden/Other Name: Alias:

Birth Date: 01/05/1995 Gender: Male Social Security Number:

Contact Information

Address Type: Home Street: 123 Violets Are Blue Ct

City: Gaston State: NC Zip Code: 27832

County: Gaston County Country: USA

Home Phone: Mobile Phone: Work Phone:

Email: Fax:

The Linked Events screen will display with the Demographics and Contact Information populated with the existing person information (not editable)

- Click the Save button

Linked Events								
Event ID	Person	Status	Create Date	Disease	Link Type	Relationship	Action	Secondary Case Links
103258989	Red, Roses Are	Open	08/23/2022	Monkeypox (72)	Contact	Other	Edit Delete Link	View Secondary Links

The linked event will appear in the Linked Events table. Links can be edited or deleted and the linked event can be accessed from here.

Contact Linking



Create a Linked Contact Event for a NEW Person

Link Events

Operation: Create Linked Event

Disease: Monkeypox (72)

Link Type: Contact

Relationship: Other

In the Link Events section of the Linked Events screen

- Operation: Create Linked Event
- Disease: Select Disease
- Link Type: Contact
- Relationship: Choose appropriate status, if sexual contact, select OTHER

Link Events

Operation: Create Linked Event

Disease: Monkeypox (72)

Link Type: Contact

Relationship: Other

Demographics

First Name: Violets Middle Name: Are Last Name: Blue

Suffix: Maiden/Other Name: Alias:

Birth Date: 06/27/1995 Gender: Male Social Security Number:

Contact Information

Address Type: Home Street: 123 Rose Are Red St

City: Raleigh State: NC Zip Code: 27601

County: Wake County Country: USA

Home Phone: Mobile Phone: Work Phone:

Email: Fax:

Complete as much as the Demographics and Contact Information section as possible

- Click the Save button

Linked Events								
Event ID ▲	Person	Status	Create Date	Disease	Link Type	Relationship	Action	Secondary Case Links
103258987	Blue, Violets Are	Open	08/22/2022	Monkeypox (72)	Contact	Other	Edit Delete Link	View Secondary Links

The linked event will appear in the Linked Events table. Links can be edited or deleted and the linked event can be accessed from here.

Update Contact Event

If you create a new event, you must open the event and update applicable fields, including the Administrative package. Please ensure you document the Disease Report Information and complete the Investigation Trail.