

AVSSTM  CMR
Automated Vital Statistics System
Confidential Morbidity Report
User's Manual

**AVSS PROJECT
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SANTA BARBARA, CA 93106**

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REGISTER CONFIDENTIAL MORBIDITY REPORT

The process in AVSS of entering and storing the information from a CMR data sheet. Data entry is accomplished using a simple item-by-item prompting sequence. After entering the data, you will be allowed to display and then file the data as a permanent record in AVSS.

EXAMPLE #1 - TO REGISTER A CONFIDENTIAL MORBIDITY REPORT RECORD:

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > **[R]** [Enter] EGISTER CONFIDENTIAL MORBIDITY REPORT
 CNTY. COUNTY <42> [Enter] = SANTA BARBARA
 DATREC. DATE OF RECEIPT <T> **[1/2/95]** [Enter] DAY 2 OF WEEK 1 OF YEAR 95
 DATSENT. DATE SENT TO STATE > **[1/7/95]** [Enter] DAY 7 OF WEEK 1 OF YEAR 95

Note: The following line illustrates the CONCATENATE function.

LNAM. PATIENT'S LAST NAME > **[SMITH;JOSEPH;G]** [Enter] {OPTIONAL FIELD}
 FNAM. PATIENT'S FIRST NAME > [JOSEPH] {OPTIONAL FIELD}
 MI. PATIENT'S MIDDLE INITIAL > [G] {OPTIONAL FIELD}
 SEX. PATIENT'S SEX > **[M]** [Enter] ALE
 DOB. PATIENT'S DATE OF BIRTH > **[4/1/60]** [Enter]
 AGE. PATIENT'S AGE <35> [Enter] {OPTIONAL FIELD}

Note: The zip code is prompted for first to set the default values for state, county, and city.

ZIP. PATIENT'S RESIDENCE ZIP CODE > **[93456]** [Enter] = SANTA MARIA
 STATE. PATIENT'S RESIDENCE STATE <CA> [Enter] = CALIFORNIA
 COUNTY. PATIENT'S RESIDENCE COUNTY <SANTA BARBARA> [Enter]
 CITY. PATIENT'S RESIDENCE CITY <SANTA MARIA> [Enter] {OPTIONAL FIELD}
 ADDRESS. PATIENT'S STREET ADDRESS > **[1234 MAPLE STREET]** [Enter] {OPTIONAL FIELD}
 WORK. PATIENT'S OCCUPATION > **[^L]** [Enter] (or use function key **F3** to see a list) {OPTIONAL FIELD}
 DAY CARE
 FOODHANDLER
 HEALTH CARE
 OTHER
 WORK. PATIENT'S OCCUPATION > **[HE]** [Enter] ALTH CARE
 PHONE. PATIENT'S RESIDENCE PHONE NUMBER > **[805-555-1269]** [Enter] {OPTIONAL FIELD}
 SSN. PATIENT'S SOCIAL SECURITY NUMBER > **[222-55-2525]** [Enter] {OPTIONAL FIELD}
 RACE. PATIENT'S RACE/ETHNICITY > **[?]** [Enter] (or use function key **F1** to see Help text) {OPTIONAL FIELD}
 THIS ITEM IS OPTIONAL.
 ENTER ENOUGH CHARACTERS TO IDENTIFY ONE OF THE RACE/ETHNICITIES
 IN THE LIST. ENTER '^L' TO SEE THE LIST.
 RACE. PATIENT'S RACE/ETHNICITY > **[WH]** [Enter] ITE
 COUNTRY. PATIENT'S COUNTRY OF BIRTH > **[GER]** [Enter] MANY {OPTIONAL FIELD}
 ARRIVE. MONTH/YEAR PATIENT ARRIVED IN U.S. > [Enter] {OPTIONAL FIELD}

Note: To see a complete list of reportable diseases, type **^L** or press the **F3** key. You can also type the first few letters of the disease you want to report, then press **[Enter]**. AVSS will display those diseases which match. You can then select from the list of diseases whose names begin with those letters.

DISEASE. DISEASE> **[CA]** **[Enter]**

1 CALIFORNIA ENCEPHALITIS
2 CAMPYLOBACTERIOSIS
3 CANCER
4 CAT SCRATCH FEVER

SELECTION # > **[2]** **[Enter]** CAMPYLOBACTERIOSIS

DATON. DATE OF DISEASE ONSET > **[12/5/94]** **[Enter]** {OPTIONAL FIELD}

Note: The following line illustrates the backup function key **F2** to be used to return to a previous prompt.

DATDX. DATE OF DISEASE DIAGNOSIS > **[^]** **[Enter]** (or use function key **F2** to backup to the previous prompt.)

DATON. DATE OF DISEASE ONSET > <12/5/94> **[12/15/94]** **[Enter]** {OPTIONAL FIELD}

DATDX. DATE OF DISEASE DIAGNOSIS > **[12/27/94]** **[Enter]** {OPTIONAL FIELD}

DATDTH. DATE OF PATIENT'S DEATH> **[Enter]** {OPTIONAL FIELD}

Note: To see a complete list of reporters, type **^L** or press the **F3** key. You can also type the first few letters of the reporter, then press **[Enter]**. AVSS will display those reporters which match. You can then select from the list of reporters whose names begin with those letters. If the facility does not appear on the list, you can add it. (See CONFIDENTIAL MORBIDITY REPORT, MODIFY USER LISTS).

REPORTER. REPORTER NAME (LAST, FIRST) AND ADDRESS > **[MA]** **[Enter]** RIAN MEDICAL CENTER

Note: You may type the name and phone number of the individual who reported the disease, or just hit **[Enter]**.

RPTSPEC. OPTIONAL REPORTER NAME > **[Enter]** {OPTIONAL FIELD}

RPTRPHON. REPORTER'S TELEPHONE NUMBER > **[Enter]** {OPTIONAL FIELD}

CTRACT. PATIENT'S RESIDENCE CENSUS TRACT > **[1234]** **[Enter]**

COMMENT. {OPTIONAL FIELD}

> **[Enter any free-text comment]** **[Enter]**

Note: AVSS will display your completed CMR, and you can check it over to make sure it is correct. You may also display the record you are working on by pressing the **F3** function key at any time during data entry or edit.

CONFIDENTIAL MORBIDITY REPORT

ID. UNASSIGNED	DATREC. 1/2/95	DATSENT. 1/7/95	CTRACT: 123400		
LNAM. SMITH	FNAM. JOSEPH	MI. G	SEX. MALE	AGE. 32	DOB. 4/1/60
ADDRESS. 1234 MAIN STREET		COUNTY. SANTA BARBARA			
CITY. SANTA MARIA	STATE. CA	ZIP. 93456			
WORK. HEALTH CARE	PHONE. 805-555-1269	SSN. 222552525			
RACE. WHITE			DATON. 12/5/94		
COUNTRY. GERMANY	ARRIVE.	DATDX. 12/27/94 DATDTH. -			
DISEASE. CAMPYBAC	SEROTYPE.	NOC.			
REPDIS. Y	OUTDIS.	OUTNUM.			
REPORTER. MMC	RPTSPEC. -			RPTRPHON. -	
EXPOSURE.	HAVIGM.	HBSAG.		HBCIGM.	
HBC.	HBS.	HCV.		DELTA.	
TBSTAT.	TBSITE.	XRAY.			
DATBACRT.	SMEAR	CULTURE.			
SKINTEST.	TBSIZE.	COUGH.			
GCCOMP.					

ENTERED: USER,AVSS 1/3/95 LAST UPDATED: USER,AVSS 1/4/95
 HIT RETURN TO CONTINUE > [Enter]

F(ILE), E(DIT), V(ALIDATE), D(ISPLAY), OR P(RINT) > [F] [Enter]

EXAMPLE #2: ENTRY OF A CONFIDENTIAL MORBIDITY REPORT FOR A PATIENT WITH CHLAMYDIA OR GONORRHEA:

DISEASE. DISEASE> [GC] [Enter]

- 1 GC-PPNG
- 2 GC

SELECTION # > [2] [Enter] GC

DATON. DATE OF DISEASE ONSET > [10/31/94] [Enter] {OPTIONAL FIELD}

DATDX. DATE OF DISEASE DIAGNOSIS > [11/27/94] [Enter] {OPTIONAL FIELD}

DATDTH. DATE OF PATIENT'S DEATH> [Enter] {OPTIONAL FIELD}

Note: To see a complete list of reporters, type ^L or press the F3 key. You can also type the first few letters of the reporter, then press [Enter]. AVSS will display those reporters which match. You can then select from the list of reporters whose names begin with those letters. If the facility does not appear on the list, you can add it. (See CONFIDENTIAL MORBIDITY REPORT, MODIFY USER LISTS).

REPORTER. REPORTER NAME (LAST, FIRST) AND ADDRESS > [UC] [Enter] SB CLINIC

Note: You may type the name and phone number of the individual who reported the disease, or just hit [Enter].

RPTSPEC. OPTIONAL REPORTER NAME > [Enter] {OPTIONAL FIELD}

RPTRPHON. REPORTER'S TELEPHONE NUMBER > [Enter] {OPTIONAL FIELD}

GCCOMP. COMPLICATION OF GC/CHLAMYDIA > [?] [Enter] {OPTIONAL FIELD}

THIS ITEM IS OPTIONAL.
SINCE THE REPORTED DISEASE IS GC OR CHLAMYDIA WE WOULD LIKE TO
KNOW IF ANY OF THE COMPLICATIONS IN THE LIST WERE PRESENT.
ENTER '^L' TO SEE THE LIST.

GCCOMP. COMPLICATION OF GC/CHLAMYDIA > [^L] [Enter]
CONJUNCT
NONE
OTHER
PID
PNEUMONIA

GCCOMP. COMPLICATION OF GC/CHLAMYDIA > [PID] [Enter]

Note: Continue on with the entry of the remainder of the record.

CTRACT. PATIENT'S RESIDENCE CENSUS TRACT >

EXAMPLE #2: ENTRY OF A CONFIDENTIAL MORBIDITY REPORT FOR A PATIENT WITH TUBERCULOSIS:

DISEASE. DISEASE> [TB] [Enter]

DATON. DATE OF DISEASE ONSET > [7/1/94] [Enter] {OPTIONAL FIELD}

DATDX. DATE OF DISEASE DIAGNOSIS > [8/31/94] [Enter] {OPTIONAL FIELD}

DATDTH. DATE OF PATIENT'S DEATH> [Enter] {OPTIONAL FIELD}

REPORTER > [MA] [Enter] RIAN MEDICAL CENTER

RPTSPEC. OPTIONAL REPORTER NAME > [Enter] {OPTIONAL FIELD}

RPTRPHON. REPORTER'S TELEPHONE NUMBER > [Enter] {OPTIONAL FIELD}

TBSTAT. TUBERCULOSIS STATUS > [^L] [Enter] {OPTIONAL FIELD}

DEFINITE
SUSPECT

TBSTAT. TUBERCULOSIS STATUS > [DEF] [Enter] INITE

TBSITE. TUBERCULOSIS SITE > [^L] [Enter] {OPTIONAL FIELD}

NON-PULM
PULM

TBSITE. TUBERCULOSIS SITE > [PULM] [Enter]

XRAY. X-RAY RESULTS > [^L] [Enter] {OPTIONAL FIELD}

CAV= CAVITARY
NONCAV=NON-CAVITARY
WNL= WITHIN NORMAL LIMITS

XRAY. X-RAY RESULTS > [NONCAV] [Enter] = NON-CAVITARY

DATBACTR. DATE BACTERIOLOGY SUBMITTED > [Enter] {OPTIONAL FIELD}

SMEAR. BACTERIOLOGY SMEAR > [^L] [Enter] {OPTIONAL FIELD}

- NEGATIVE
- NOT DONE
- PENDING
- POSITIVE
- UNKNOWN

SMEAR. BACTERIOLOGY SMEAR > [NOT DONE] [Enter]

CULTURE. BACTERIOLOGY CULTURE > [^L] [Enter] {OPTIONAL FIELD}

- NEGATIVE
- NOT DONE
- PENDING
- POSITIVE
- UNKNOWN

CULTURE. BACTERIOLOGY CULTURE > [POS] [Enter] ITIVE

SKINTEST. TUBERCULIN SKIN TEST > [^L] [Enter] {OPTIONAL FIELD}

- CONVERTER ONLY
- REACTOR ONLY

SKINTEST. TUBERCULIN SKIN TEST > [REA] [Enter] CTOR ONLY

TBSIZE. MILLIMETERS INDURATION > [?] [Enter] {OPTIONAL FIELD}

THIS ITEM IS OPTIONAL.
 ENTER THE SIZE OF THE INDURATION AS MEASURED IN MILLIMETERS.
 VALUES OUTSIDE THE RANGE 0-35 ARE VERIFIED.

COUGH. COUGH/SPUTUM PRODUCTION > [?] [Enter] {OPTIONAL FIELD}

THIS ITEM IS OPTIONAL.
 ENTER 'Y' IF THE PATIENT HAS A COUGH OR IS PRODUCING SPUTUM.
 ENTER 'N' OTHERWISE.

COUGH. COUGH/SPUTUM PRODUCTION > [NO] [Enter]

Note: Continue on with the entry of the remainder of the record.

CTRACT. PATIENT'S RESIDENCE CENSUS TRACT >

EXAMPLE #3: ENTRY OF A CONFIDENTIAL MORBIDITY REPORT FOR A PATIENT WITH HEPATITIS B:

DISEASE. DISEASE> [HEP] [Enter]

- 1 HEPATITIS (NON-A, NON-B)
- 2 HEPATITIS (UNSPECIFIED)
- 3 HEPATITIS A
- 4 HEPATITIS B, ACUTE
- 5 HEPATITIS B, CARRIER
- 6 HEPATITIS C, ACUTE
- 7 HEPATITIS C, CARRIER
- 8 HEPATITIS D, ACUTE
- 9 HEPATITIS, OTHER, ACUTE

SELECTION # > [4] [Enter] HEPATITIS B, ACUTE

DATON. DATE OF DISEASE ONSET > **[6/6/94]** [Enter] {OPTIONAL FIELD}

DATDX. DATE OF DISEASE DIAGNOSIS > **[7/6/94]** [Enter] {OPTIONAL FIELD}

DATDTH. DATE OF PATIENT'S DEATH > [Enter] {OPTIONAL FIELD}

REPORTER > **[MA]** [Enter] RIAN MEDICAL CENTER
REPORTER TYPE: PUB

RPTSPEC. OPTIONAL REPORTER NAME > [Enter] {OPTIONAL FIELD}

RPTRPHON. REPORTER'S TELEPHONE NUMBER <805-555-2838> [Enter] {OPTIONAL FIELD}

HAVIGM. anti-HAV IgM LAB TEST RESULT > **[^L]** [Enter] {OPTIONAL FIELD}

NEGATIVE
NOT DONE
PENDING
POSITIVE
UNKNOWN

HAVIGM. anti-HAV IgM LAB TEST RESULT > **[NO]** [Enter] T DONE

HBSAG. HBsAG LAB TEST RESULT > **[^L]** [Enter] {OPTIONAL FIELD}

NEGATIVE
NOT DONE
PENDING
POSITIVE
UNKNOWN

HBSAG. HBsAG LAB TEST RESULT > **[PO]** [Enter] SITIVE

HBCIGM. anti-HBc IgM LAB TEST RESULT > **[^L]** [Enter] {OPTIONAL FIELD}

NEGATIVE
NOT DONE
PENDING
POSITIVE
UNKNOWN

HBCIGM. anti-HBc IgM LAB TEST RESULT > **[NO]** [Enter] T DONE

HBC. anti-HBc LAB TEST RESULT > **[^L]** [Enter] {OPTIONAL FIELD}

NEGATIVE
NOT DONE
PENDING
POSITIVE
UNKNOWN

HBC. anti-HBc LAB TEST RESULT > **[PO]** [Enter] SITIVE

HBS. anti-HBs LAB TEST RESULT > **[^L]** [Enter] {OPTIONAL FIELD}

NEGATIVE
NOT DONE
PENDING
POSITIVE
UNKNOWN

HBS. anti-HBs LAB TEST RESULT > **[NE]** [Enter] GATIVE

HCV. anti-HCV LAB TEST RESULT > [**^L**] [Enter] {OPTIONAL FIELD}

- NEGATIVE
- NOT DONE
- PENDING
- POSITIVE
- UNKNOWN

HCV. anti-HCV LAB TEST RESULT > [Enter] -

DELTA. Anti-Delta LAB TEST RESULT > [**^L**] [Enter] {OPTIONAL FIELD}

- NEGATIVE
- NOT DONE
- PENDING
- POSITIVE
- UNKNOWN

DELTA. anti-Delta LAB TEST RESULT > [**NO**] [Enter] T DONE

EXPOSURE. HOW WAS PATIENT EXPOSED TO DISEASE > [**^L**] [Enter] {OPTIONAL FIELD}

- BL0 =BLOOD TRANSFUSION
- CH0 =CHILD CARE
- HO0 =HOUSEHOLD CONTACT
- IV0 =IV DRUGS
- OT0 =OTHER
- SE0 =SEXUAL CONTACT
- UN0 =UNKNOWN

EXPOSURE. HOW WAS PATIENT EXPOSED TO DISEASE > [**IV**] [Enter] DRUGS

Note: Continue on with the entry of the remainder of the record.

CTRACT. PATIENT'S RESIDENCE CENSUS TRACT >

EXAMPLE #4: LINKING A DMR RECORD TO A CMR RECORD:

SYSTEM OPTION > [**C**] [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > [**R**] [Enter] EGISTER CONFIDENTIAL MORBIDITY REPORT

CNTY. COUNTY <42> [Enter] = SANTA BARBARA

CONFIDENTIAL MORBIDITY REPORTS MAY BE LINKED TO THE FOLLOWING FORMS:

DMR DISTRICT CONFIDENTIAL MORBIDITY REPORT

AVSS WILL ATTEMPT TO RETRIEVE DATA FROM A LINKED FORM.

SEARCHING DISTRICT CONFIDENTIAL MORBIDITY REPORT. . .

DHC. DISTRICT HEALTH CENTER > 9876 SANTA MARIA HEALTH CENTER

PLEASE ENTER THE APPROPRIATE IDENTIFYING INFORMATION IF YOU WANT TO LINK,
 OR '^' AT INDEX TO SEARCH TO REGISTER A NEW FORM.

FILE# OR INDEX TO SEARCH >

LNAM. PATIENT'S LAST NAME > [CHAN] [Enter]

FNAM. PATIENT'S FIRST NAME > [JA] [Enter]

MI. PATIENT'S MIDDLE INITIAL > [Enter]

BEGINNING SEARCH. . .
(USE CTRL-C TO TERMINATE SEARCH)

# INDEX VALUES	DATE	FILE#	NEXT	SKIPPED
----------------	------	-------	------	---------

1) CHAN, JACK M		CHJM550406		
---------------------------	--	------------	--	--

IS THIS THE PERSON? <Y>

RETRIEVING DATA

DATSENT. DATE SENT TO STATE > [1/14/95] [Enter] DAY 7 OF WEEK 2 OF YEAR 1995

Note: AVSS will display the completed CMR, and you can check it over to make sure it is correct.

(F) ILE, (E) DIT, (V) ALIDATE, (D) ISPLAY, OR (P) PRINT > [F] [Enter]

ASSIGNED ID: 49542000012
FILING CONFIDENTIAL MORBIDITY REPORT

REGISTER ANOTHER <Y> [N] [Enter]

CONFIDENTIAL MORBIDITY REPORT OPTION >

DISPLAY CONFIDENTIAL MORBIDITY REPORT

You may display all the data on a previously filed record. AVSS will ask you to identify the person whose information you wish to display by the process known as "person selector". This process allows you to select a record by the file number or name. You may also display a record at any time while registering, editing, or completing a CMR record using the '^D' command or F4 function key.

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > **[D]** [Enter] ISPLAY CONFIDENTIAL MORBIDITY REPORT

Note: Enter a "?" or use the F1 function key to display a list of the ways available to search for this person, such as by the date filed, or by the patient's name. To select a search method, enter the first few characters of the displayed search methods.

FILE# OR INDEX TO SEARCH > [Enter]

LNAM. PATIENT'S LAST NAME > **[SMITH]** [Enter]

FNAM. PATIENT'S FIRST NAME > **[JO]** [Enter]

MI. PATIENT'S MIDDLE INITIAL > [Enter]

BEGINNING SEARCH...
 (USE CTRL-C TO TERMINATE SEARCH)

# INDEX VALUES	DATE	FILE#	NEXT SKIPPED
1) SMITH, JOSEPH G		49542000001	

IS THIS THE PERSON? <Y> [Enter]

RETRIEVING DATA

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

CONFIDENTIAL MORBIDITY REPORT

ID. 49542000001 DATREC.1/2/95 DATSENT. 1/7/95 CTRACT: 123400
LNAME. SMITH FNAME. JOSEPH MI. G SEX. MALE AGE. 32 DOB. 4/1/60
ADDRESS. 1234 MAIN STREET COUNTY. SANTA BARBARA
CITY. SANTA MARIA STATE. CA ZIP. 93456
WORK. HEALTH CARE PHONE. 805-555-1269 SSN. 222552525
RACE. WHITE DATON. 12/5/94
COUNTRY. GERMANY ARRIVE. DATDX. 12/27/94 DATDTH. -
DISEASE. CAMPYBAC SEROTYPE.
REPDIS. Y OUTDIS. OUTNUM.
REPORTER. MMC RPTSPEC. - RPTRPHON. -
EXPOSURE. HAVIGM. HBSAG. HBCIGM.
HBC. HBS. HCV. DELTA.
TBSTAT. TBSITE. XRAY.
DATBACRT. SMEAR CULTURE.
SKINTEST. TBSIZE. COUGH.
GCCOMP.

ENTERED: USER,AVSS 1/3/95 LAST UPDATED: USER,AVSS 1/4/95
HIT RETURN TO CONTINUE > [Enter]

CONFIDENTIAL MORBIDITY REPORT OPTION >

EDIT CONFIDENTIAL MORBIDITY REPORT

To change, edit, or correct information originally entered on a Confidential Morbidity Report. AVSS will allow you to edit only those fields you need to change, one by one. After changing the data, you will be allowed to re-file the data as a permanent record.

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > **[ED]** [Enter] IT CONFIDENTIAL MORBIDITY REPORT

Note: Enter a "?" or use the F1 function key to display a list of the ways available to search for this person, such as by the date filed, or by the patient's name. To select a search method, enter the first few characters of the displayed search methods.

FILE# OR INDEX TO SEARCH > [Enter]
 LNAM. PATIENT'S LAST NAME > **[SMITH]** [Enter]
 FNAM. PATIENT'S FIRST NAME > **[JO]** [Enter]
 MI. PATIENT'S MIDDLE INITIAL > [Enter]

BEGINNING SEARCH...
 (USE CTRL-C TO TERMINATE SEARCH)

# INDEX VALUES	DATE	FILE#	NEXT SKIPPED
1) SMITH, JOSEPH G		49542000001	

IS THIS THE PERSON? <Y> [Enter]
 RETRIEVING DATA
 FIELD(S) TO MODIFY > **[PHONE;SSN]** [Enter]
 PHONE. PATIENT'S RESIDENCE PHONE NUMBER <805-555-1269> **[805-555-1265]** [Enter]
 SSN. PATIENT'S SOCIAL SECURITY NUMBER <222552525> **[222-55-5252]** [Enter]
 FIELD(S) TO MODIFY > [Enter]
 (F)ILE, (E)DIT, (V)ALIDATE, (D)ISPLAY, OR (P)RINT > **[F]** [Enter]

ALPHA LIST OF CONFIDENTIAL MORBIDITY REPORTS

To see those records registered into AVSS in alphabetical order by last name of patient. AVSS allows you to list names within a specified alphabetic range.

SYSTEM OPTION > **[C]** **[Enter]** ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > **[A]** **[Enter]** LPHA LIST OF CONFIDENTIAL MORBIDITY REPORTS

FROM <%> **[Enter]** THRU <z> **[Enter]**

RUN THIS REPORT IN THE BACKGROUND <N> **[Enter]**

SAVE THE OUTPUT FROM THIS REPORT <N> **[Enter]**

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> **[Enter]**

SITE: SANTA BARBARA
 CONFIDENTIAL MORBIDITY REPORT ALPHA LIST FROM '%' THRU 'z',

NAME	FILE#	NEXT	SKIPPED	AMENDED
ANGUS, FLETCHER J	49542000003			
ARNOLD, ROSIE	49542000004		REPORTER	
DE LA PENA, CHRISTOPHER	49542000011		SSN	
HALL, ROGER R	49542000002			
JAMES, RICK	49542000006			
MARTINI, HECTOR	49542000010	DOB		
MILLER, MICHELLE	49542000007	DOB		
MORAIN, CARTER	49542000009			
PRESTON, ROCHELLE	49542000008		WORK	
SMITH, JOSEPH G	49542000001			
TORMLEY, TIA	49542000005			

CONFIDENTIAL MORBIDITY REPORT OPTION >

COMPLETE INCOMPLETE CONFIDENTIAL MORBIDITY REPORT

This option is used for completing a confidential morbidity report which has been filed before all of the necessary fields have been entered. This certificate could have been 'filed' as an INCOMPLETE FORM SAVED FOR LATER COMPLETION (using the key F6) at any time during data entry or it may contain fields which were 'skipped' (using the key F9) because the information was not available at the time of data entry. Data entry using this option will begin prompting you at the point which you 'filed' the record or will prompt you only for the fields which were 'skipped'. There is no need for you to remember where you 'filed' this record or which fields you previously 'skipped'.

INCOMPLETE CONFIDENTIAL MORBIDITY REPORT

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > [COM] [Enter] MPLETE INCOMPLETE CMR REPORT
 FILE# OR INDEX TO SEARCH > [10] [Enter]

#	NAME	DATE	FILE#	NEXT	SKIPPED
1)	MARTINI, HECTOR	1/7/95	49542000010	DOB	

 IS THIS THE PERSON? <Y> [Enter]
 RETRIEVING DATA

Note: AVSS will immediately begin at the field where you filed this record as an INCOMPLETE FORM SAVED FOR LATER COMPLETION. You can complete this record as usual.

SKIPPED FIELD(S)

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > [COM] [Enter] COMPLETE INCOMPLETE CMR REPORT
 FILE# OR INDEX TO SEARCH > [11] [Enter]

#	NAME	DATE	FILE#	NEXT	SKIPPED
1)	DE LA PENA, CHRISTOPHER	1/7/95	49542000011		SSN

 IS THIS THE PERSON? <Y> [Enter]
 RETRIEVING DATA
 FIRST WE WILL REPROMPT ALL THE QUESTIONS PREVIOUSLY SKIPPED
 "^FILE" HAS BEEN DISABLED, BUT IF YOU STILL WISH
 TO DELAY ANSWERING YOU MAY "^SKIP" AGAIN.

Note: AVSS will immediately begin at the first skipped field or will immediately begin at the field where you filed this record as an . INCOMPLETE FORM SAVED FOR LATER COMPLETION. You can complete this record as usual.

SSN. PATIENT'S SOCIAL SECURITY NUMBER > [505549999] [Enter]

INCOMPLETE CMR REPORT

This report will list all the records which were 'filed' during data entry as an INCOMPLETE FORM SAVED FOR LATER COMPLETION (using the key F6).

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > [INC] [Enter] OMPLETE CMR REPORT

BEGINNING DATE <1/1/95> [Enter] (1/1/95)

ENDING DATE <T> [Enter] (4/1/95)

RUN THIS REPORT IN THE BACKGROUND <N> [Enter]

SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

INCOMPLETE CERTIFICATES FOR FORM: CONFIDENTIAL MORBIDITY REPORT SITE CODE: 42

INDEX	FILED	SKIPPED
49542000004		REPORTER
49542000007	DOB	
49542000008		WORK
49542000010	DOB	
49542000011		SSN

SUMMARY REPORT OF INCOMPLETE CERTIFICATES

SITE CODE: 123 FORM: CONFIDENTIAL MORBIDITY REPORT
DATE RANGE: 1/1/95 TO 1/795
TOTAL NUMBER OF CERTIFICATES: 11
NUMBER OF INCOMPLETE CERTIFICATES: 5

CONFIDENTIAL MORBIDITY REPORT OPTION >

FILING VARIABLE LIST

This list will show all the records entered in AVSS for a date range specified by you. It will be sorted by the 'filing variable' or the patient's file number (ID). This is the number automatically assigned to identify this patient's record.

SYSTEM OPTION > **[C]** **[Enter]** CONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > **[FI]** **[Enter]** FILING VARIABLE LIST
 FROM FILE# <BEGIN> **[Enter]**
 ENTER YEAR <1995> **[Enter]**
 TO FILE# <END> **[Enter]**
 RUN THIS LISTING IN THE BACKGROUND <N> **[Enter]**
 SAVE THE OUTPUT FROM THIS PROGRAM <N> **[Enter]**

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> **[Enter]**

SITE: 42
 CONFIDENTIAL MORBIDITY REPORT INDEX LIST FROM '49542000000' THRU '<END>'

NAME	EVENT-DATE	FILE#	NEXT	SKIPPED	AMENDED
SMITH,JOSEPH G		49542000001			
HALL,ROGER R		49542000002			
ANGUS,FLETCHER J		49542000003			
ARNOLD,ROSIE		49542000004		REPORTER	
TORMLEY,TIA		49542000005			
JAMES,RICK		49542000006			
MILLER,MICHELLE		49542000007	DOB		
PRESTON,ROCHELLE		49542000008		WORK	
MORAIN,CARTER		49542000009			
MARTINI,HECTOR		49542000010	DOB		
DE LA PENA,CHRISTOPHER		49542000010		SSN	

CONFIDENTIAL MORBIDITY REPORT OPTION >

VARIABLE DISPLAY

This display provides a list of field numbers and an expanded description of each field name. The field names are listed according to the sorting order of the data field number. It is possible to select only one data field or a group of data fields. This display is useful in analyzing record data in depth and also allows you to view the values of "internal variables" which are created during data entry for certain fields to be used in reports, computer tapes, or for mathematical computations.

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
 CONFIDENTIAL MORBIDITY REPORT OPTION > [VAR] [Enter] IABLE DISPLAY

FILE# OR INDEX TO SEARCH > [5] [Enter]

#	NAME	DATE	FILE#	NEXT	SKIPPED
1)	TORMLEY,TIA		49542000005		

IS THIS THE PERSON? <Y> [Enter]

EXAMPLE #1: To see all variables available on this form.

VARIABLE(S) > [*] [Enter]

```
%FILE. FILE DATE <56251|1>
%UPDT. LAST UPDATE <56252|1>
%USAGE. (NOT ON FORM) <1@56251,63716,63622;>
%VER. (NOT ON FORM) <,WORK,>
ADDRESS. PATIENT'S STREET ADDRESS <123 CLOVER>
AGE. PATIENT'S AGE <38>
ARRIVE. MONTH/YEAR PATIENT ARRIVED IN U.S. <>
CITY. PATIENT'S RESIDENCE CITY <SANTA MARIA>
CNTY. (NOT ON FORM) <42>
COUNTRY. PATIENT'S COUNTRY OF BIRTH <>
COUNTY. PATIENT'S RESIDENCE COUNTY <SANTA BARBARA>
CTRACT. <>
DATDTH. DATE OF PATIENT'S DEATH <->
DATDX. DATE OF DISEASE DIAGNOSIS <12/4/94>
DATON. DATE OF DISEASE ONSET <8/19/94>
DATREC. DATE OF RECEIPT <1/3/95>

HIT RETURN TO CONTINUE, 'Q' OR '^Q' TO QUIT > [Q] [Enter]
```

EXAMPLE #2: To see a list of the variables available.

VARIABLE(S) > [**^L**] [Enter]

THE FOLLOWING VARIABLES ARE AVAILABLE:

%FILE	%UPDT	%USAGE	%VER	ADDRESS	AGE	CITY	CNTY	COMMENT	COUNTRY	COUNTY
CTRACT	DATDTH	DATDX	DATON	DATREC	DATSENT	DHC	DISEASE	DOB	FNAM	
ICDA	ICITY	ICOUNTRY	ICOUNTY	ID	IDATDX	IDATON	IDATREC	IDATSENT		
IDOB	IRACE	ISTATE	LNAM	MI	NETSSPHONE	RACE	REPDIS	REPORTER	RPTRPHON	
RPTRSPEC	SEX	SSN	STATE	WORK	ZIP					

VARIABLE(S) >

EXAMPLE #3: To see one or a list of the variables (separated with semi-colons ";").

VARIABLE(S) > [**FNAM;MI;LNAM**] [Enter]

FNAM	PATIENT'S FIRST NAME <TIA>
MI	PATIENT'S MIDDLE INITIAL <>
LNAM	PATIENT'S LAST NAME <TORMLEY>

VARIABLE(S) > [Enter]

CONFIDENTIAL MORBIDITY REPORT OPTION >

INDEX LIST DISPLAY

Provides a display of confidential morbidity report data in a "list" format. The information is displayed in the same order that it was entered into the Confidential Morbidity Report record.

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > **[INDE]** [Enter] X LIST DISPLAY

FILE# OR INDEX TO SEARCH > **[5]** [Enter]

#	NAME	DATE	FILE#	NEXT	SKIPPED
1)	HALL,ROGER R		49542000005		

IS THIS THE PERSON? <Y> [Enter]

RETRIEVING DATA

CONFIDENTIAL MORBIDITY REPORT

DATREC DATE OF RECEIPT <1/2/95>
DATSENT DATE SENT TO STATE <1/7/95>
LNAME PATIENT'S LAST NAME <HALL>
FNAME PATIENT'S FIRST NAME <ROGER>
MI PATIENT'S MIDDLE INITIAL <R>
SEX PATIENT'S SEX <MALE>
DOB PATIENT'S DATE OF BIRTH <7/23/1940>
AGE PATIENT'S AGE <54>
ZIP PATIENT'S RESIDENCE ZIP CODE <93106>
STATE PATIENT'S RESIDENCE STATE <CA>
COUNTY PATIENT'S RESIDENCE COUNTY <SANTA BARBARA>
CITY PATIENT'S RESIDENCE CITY <SANTA BARBARA>
ADDRESS PATIENT'S STREET ADDRESS <826 ANAPAMU>
WORK PATIENT'S OCCUPATION <DAY CARE>
PHONE PATIENT'S RESIDENCE PHONE NUMBER <805-555-5342>
SSN PATIENT'S SOCIAL SECURITY NUMBER <501999936>
RACE PATIENT'S RACE/ETHNICITY <WHITE>
COUNTRY PATIENT'S COUNTY OF BIRTH <USA>
DISEASE DISEASE <E-COLI>

HIT RETURN TO CONTINUE, 'Q' OR '^Q' TO QUIT > **[Q]** [Enter]

NON-CONFIDENTIAL DISPLAY

You may display all the data on a previously filed record. AVSS will ask you to identify the person whose information you wish to display by the process known as "person selector". This process allows you to select a record by the file number or name. You may also display a record at any time while registering, editing, or completing a CMR record using the '^D' command or F4 function key.

```

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [NON] [Enter] -CONFIDENTIAL DISPLAY
FILE# OR INDEX TO SEARCH > [1] [Enter]
# INDEX VALUES          DATE          FILE#          NEXT SKIPPED
-----
1) SMITH, JOSEPH G      . . . . .      49542000001
IS THIS THE PERSON? <Y> [Enter]
RETRIEVING DATA .....
OUTPUT DEVICE <T> [Enter]
    
```

```

                                CONFIDENTIAL MORBIDITY REPORT
ID. 49542000001      DATREC.1/2/95      DATSENT. 1/7/95      CTRACT: 123400
LNAM. SMITH          FNAM. JOSEPH          MI. G      SEX. MALE      AGE. 32      DOB. 4/1/60
ADDRESS. 1234 MAIN STREET          COUNTY. SANTA BARBARA
CITY. SANTA MARIA          STATE. CA          ZIP. 93456
WORK. HEALTH CARE          PHONE. 805-555-1269      SSN. 222552525
RACE. WHITE          DATON. 12/5/94
COUNTRY. GERMANY          ARRIVE.          DATDX. 12/27/94      DATDTH. -
DISEASE. CAMPYBAC          SEROTYPE
REPDIS. Y          OUTDIS.          OUTNUM.
REPORTER. MMC      RPTSPEC. -          RPTRPHON. -
EXPOSURE.          HAVIGM.          HBSAG.          HBCIGM.
HBC.          HBS.          HCV.          DELTA.
TBSTAT.          TBSITE.          XRAY.
DATBACRT.          SMEAR          CULTURE.
SKINTEST.          TBSIZE.          COUGH.
GCCOMP.

ENTERED: USER,AVSS 1/3/95      LAST UPDATED: USER,AVSS 1/4/95
HIT RETURN TO CONTINUE > [Enter]
    
```

CONFIDENTIAL MORBIDITY REPORT OPTION >

VALIDATION DISPLAY

This option produces the list of validation and warning messages which would have appeared just before filing the Confidential Morbidity Report. A "validation" will require you to confirm the accuracy of the information that was entered. A "warning" will alert you to data that may be considered unlikely but a confirmation is not required.

```
SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [VAL] [Enter] -IDATION DISPLAY
FILE# OR INDEX TO SEARCH > [11] [Enter]
# INDEX VALUES          DATE          FILE#          NEXT SKIPPED
-----
1) DE LA PENA, CHRISTOPHER . . . . . 49542000011
IS THIS THE PERSON? <Y> [Enter]
RETRIEVING DATA .....
```

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

```
OUTPUT DEVICE <T> [Enter]
```

VALIDATION MESSAGES:

WARNING: SURNAME (LNAM) IS SPANISH, BUT RACE IS NOT CODED AS 'HISPANIC'.

```
CONFIDENTIAL MORBIDITY REPORT OPTION >
```


INDIVIDUAL INQUIRY

A display of the "audit trail" for a particular Confidential Morbidity Report. This audit trail includes the name and date of the person who entered the original Confidential Morbidity Report and the names and dates of any other users who updated any data and refiled this record.

SYSTEM OPTION > **[C]** [Enter] CONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > **[INDI]** [Enter] INDIVIDUAL INQUIRY

FILE# OR INDEX TO SEARCH > **[4]** [Enter]

# INDEX VALUES	DATE	FILE#	NEXT SKIPPED
1) CARTER, JIMMY A		49342000004	
2) ARNOLD, ROSIE -		49542000004	REPORTER,

PERSON # > **[2]** [Enter]

ENTERED: RODRIGUEZ,ANGELA ON 1/5/95 UPDATED: RODRIGUEZ,ANGELA ON 1/5/95

CONFIDENTIAL MORBIDITY REPORT OPTION >

USER REPORT

The information provided on this report is to help keep statistics on the activities of all users and the types of activities for each Confidential Morbidity Report record. Activities include entering and updating records and the time it takes to do each. A report can be printed in a summary format or all activities of each record can be displayed. The statistics for this report will be gathered on the basis of the file numbers you specify or on the date the record was sent to the state.

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > [US] [Enter]

- 1 USER REPORT
- 2 USER REPORT BY ACTIVITY INDEX
- 3 USER SUMMARY

SELECTION # > [1] [Enter]

SEARCH DATA BY FILE NUMBER RANGE (F) OR DATE RANGE (D) <D> [Enter]

BEGINNING DATE <1/1/95> [Enter]

ENDING DATE <TODAY> [1/7/95] [Enter]

*Note: You will now get prompts for SUMMARY STATISTICS ONLY? and/or FULL AUDIT TRAIL?.
The following examples of reports will allow you to decide how much detail you would like to see for each report.*

SUMMARY STATISTICS ONLY? <Y> [Enter]

RODRIGUEZ,ANGELA		
ENTERED	10	(AVG. ELAPSED TIME OF 1.79 N=10)
LINKED	0	
UPDATED	3	(AVG. ELAPSED TIME OF 0.21 N=3)
PRINTED	0	

TOTALS:		
ENTERED	10	(AVG. ELAPSED TIME OF 1.79 N=10)
LINKED	0	
UPDATED	3	(AVG. ELAPSED TIME OF 0.21 N=3)
PRINTED	0	

THE TOTAL NUMBER OF ENTRIES WITH NO USAGE STATISTICS IS 1
THE TOTAL NUMBER OF ENTRIES WITH USAGE RECORDED IS 10

SUMMARY STATISTICS ONLY? <Y> **[N]** [Enter]

FULL AUDIT TRAIL <Y> **[N]** [Enter]

1/2/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000001 FROM 08:46 AM TO 08:50 AM	TIME=3.78 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000001 FROM 08:51 AM TO 08:52 AM	TIME=0.13
RODRIGUEZ,ANGELA	ENTERED FILE #49542000002 FROM 08:54 AM TO 09:56 AM	TIME=1.33 MINUTES
1/3/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000003 FROM 09:02 AM TO 09:03 AM	TIME=1.10 MINUTES
1/4/95	3 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000004 FROM 08:08 AM TO 08:09 AM	TIME=1.00 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000004 FROM 8:10 AM TO 8:11 AM	TIME=0.28 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000005 FROM 08:14 AM TO 08:16 AM	TIME=1.75 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000006 FROM 08:22 AM TO 08:23 AM	TIME=1.47 MINUTES
1/5/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000007 FROM 08:27 AM TO 08:28 AM	TIME=0.33 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000008 FROM 08:46 AM TO 08:48 AM	TIME=1.50 MINUTES
1/6/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000009 FROM 10:03 AM TO 10:04 AM	TIME=0.88 MINUTES
1/7/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000010 FROM 09:08 AM TO 09:09 AM	TIME=0.68 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #7290 FROM 10:14 AM TO 10:18 AM	TIME=4.40 MINUTES

Following this report, the same summary report as shown on the previous page (1-22) is then printed.

SUMMARY STATISTICS ONLY? <Y> [N] [Enter]

FULL AUDIT TRAIL <Y> [Enter]

1/2/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000001 FROM 08:46 AM TO 08:50 AM	TIME=3.78 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000001 FROM 08:51 AM TO 08:52 AM	TIME=0.13
	AT 08:51 AM FIELD ADDRESS CHANGED FROM	
	'1234 MAPLE STREET' TO '1244 MAPLE STREET'	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000002 FROM 08:54 AM TO 09:56 AM	TIME=1.33 MINUTES
1/3/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000003 FROM 09:02 AM TO 09:03 AM	TIME=1.10 MINUTES
1/4/95	3 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000004 FROM 08:08 AM TO 08:09 AM	TIME=1.00 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000004 FROM 08:10 AM TO 08:11 AM	TIME=0.28 MINUTES
	AT 08:10 AM FIELD FNAM CHANGED FROM	
	'ROSELUANNE' TO 'ROSIE'	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000005 FROM 08:14 AM TO 08:16 AM	TIME=1.75 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000006 FROM 08:22 AM TO 08:23 AM	TIME=1.47 MINUTES
1/5/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000007 FROM 08:27 AM TO 08:28 AM	TIME=0.33 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000008 FROM 08:46 AM TO 08:48 AM	TIME=1.50 MINUTES
1/6/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000009 FROM 10:03 AM TO 10:04 AM	TIME=0.88 MINUTES
1/7/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000010 FROM 09:08 AM TO 09:09 AM	TIME=0.68 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #7290 FROM 10:14 AM TO 10:18 AM	TIME=4.40 MINUTES

Following this report, the same summary report as shown on the previous page (1-22) is then printed.

USER REPORT BY ACTIVITY INDEX

The information provided on this report is to help keep statistics on the activities of all users and the types of activities for each Confidential Morbidity Report record. Activities include entering and updating records and the time it takes to do each. A report can be printed in a summary format or all activities of each record can be displayed. The statistics for this report will be gathered based on when the records were entered or updated within the user-specified date range.

SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > [US] [Enter]

- 1 USER REPORT
- 2 USER REPORT BY ACTIVITY INDEX
- 3 USER SUMMARY

SELECTION # > [2] [Enter]

SEARCH DATA BY FILE NUMBER RANGE (F) OR DATE RANGE (D) <D> [Enter]

BEGINNING DATE <1/1/95> [Enter]

ENDING DATE <TODAY> [1/7/95] [Enter]

*Note: You will now get prompts for SUMMARY STATISTICS ONLY? and/or FULL AUDIT TRAIL?.
The following examples of reports will allow you to decide how much detail you would like to see for each report.*

SUMMARY STATISTICS ONLY? <Y> [Enter]

RODRIGUEZ,ANGELA		
ENTERED	13	(AVG. ELAPSED TIME OF 1.72 N=13)
LINKED	0	
UPDATED	3	(AVG. ELAPSED TIME OF 0.64 N=3)
PRINTED	0	

TOTALS:		
ENTERED	13	(AVG. ELAPSED TIME OF 1.72 N=13)
LINKED	0	
UPDATED	3	(AVG. ELAPSED TIME OF 0.64 N=3)
PRINTED	0	

**THE TOTAL NUMBER OF ENTRIES WITH NO USAGE STATISTICS IS 0
THE TOTAL NUMBER OF ENTRIES WITH USAGE RECORDED IS 13**

SUMMARY STATISTICS ONLY? <Y> [N] [Enter]

FULL AUDIT TRAIL <Y> [N] [Enter]

1/2/95	5 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49442000292 FROM 08:31 AM TO 08:33AM	TIME=2.12 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49442000293 FROM 08:36 AM TO 08:38AM*	TIME=1.95 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49442000294 FROM 08:42 AM TO 08:45AM	TIME=2.77 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000001 FROM 08:46 AM TO 08:50 AM	TIME=3.78 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000001 FROM 08:51 AM TO 08:52 AM	TIME=0.13 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000002 FROM 08:54 AM TO 09:56 AM	TIME=1.33 MINUTES
1/3/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000003 FROM 09:02 AM TO 09:03 AM	TIME=1.10 MINUTES
1/4/95	3 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000004 FROM 08:08 AM TO 08:09 AM	TIME=1.00 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000004 FROM 08:10 AM TO 8:11 AM	TIME=0.28 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000005 FROM 08:14 AM TO 08:16 AM	TIME=1.75 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000006 FROM 08:22 AM TO 08:23 AM	TIME=1.47 MINUTES
1/5/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000007 FROM 08:27 AM TO 08:28 AM	TIME=0.33 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000008 FROM 08:46 AM TO 08:48 AM	TIME=1.50 MINUTES
1/6/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000009 FROM 10:03 AM TO 10:04 AM	TIME=0.88 MINUTES
1/7/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000010 FROM 09:08 AM TO 09:09 AM	TIME=0.68 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #7290 FROM 10:14 AM TO 10:18 AM	TIME=4.40 MINUTES

Following this report, the same summary report as shown on the previous page (1-25) is then printed.

SUMMARY STATISTICS ONLY? <Y> [N] [Enter]

FULL AUDIT TRAIL <Y> [Enter]

1/2/95	5 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49442000292 FROM 08:31 AM TO 08:33AM	TIME=2.12 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49442000293 FROM 08:36 AM TO 08:38AM*	TIME=1.95 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49442000294 FROM 08:42 AM TO 08:45AM	TIME=2.77 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000001 FROM 08:46 AM TO 08:50 AM	TIME=3.78 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000001 FROM 08:51 AM TO 08:52 AM AT 08:51 AM FIELD ADDRESS CHANGED FROM '1234 MAPLE STREET' TO '1244 MAPLE STREET'	TIME=0.13 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000002 FROM 08:54 AM TO 09:56 AM	TIME=1.33 MINUTES
1/3/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000003 FROM 09:02 AM TO 09:03 AM	TIME=1.10 MINUTES
1/4/95	3 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000004 FROM 08:08 AM TO 08:09 AM	TIME=1.00 MINUTES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000004 FROM 08:10 AM TO 08:11 AM AT 08:10 AM FIELD FNAM CHANGED FROM 'ROSELUANNE' TO 'ROSIE'	TIME=0.28 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000005 FROM 08:14 AM TO 08:16 AM	TIME=1.75 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #49542000006 FROM 08:22 AM TO 08:23 AM	TIME=1.47 MINUTES
1/5/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000007 FROM 08:27 AM TO 08:28 AM	TIME=0.33 MINTUES
RODRIGUEZ,ANGELA	UPDATED FILE #49542000008 FROM 08:46 AM TO 08:48 AM AT 08:46 AM FIELD RPTRSPEC CHANGED FROM '-' TO 'DR SEUSS'	TIME=1.50 MINUTES
1/6/95	1 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000009 FROM 10:03 AM TO 10:04 AM	TIME=0.88 MINUTES
1/7/95	2 NEW CERTIFICATES WERE ENTERED	
RODRIGUEZ,ANGELA	ENTERED FILE #49542000010 FROM 09:08 AM TO 09:09 AM	TIME=0.68 MINUTES
RODRIGUEZ,ANGELA	ENTERED FILE #7290 FROM 10:14 AM TO 10:18 AM	TIME=4.40 MINUTES

Following this report, the same summary report as shown on the previous page (1-25) is then printed.

USER SUMMARY

This summary report contains a count of records by the date they were originally filed into AVSS (Record Count By Date of Registration) and also a county of the records that were most recently updated (Record County By last File Date) based on a user specified date range.

SYSTEM OPTION > [C] [Enter] CONFIDENTIAL MORBIDITY REPORT

CONFIDENTIAL MORBIDITY REPORT OPTION > [US] [Enter]

- 1 USER REPORT
- 2 USER REPORT BY ACTIVITY INDEX
- 3 USER SUMMARY

SELECTION # > [3] [Enter]

BEGINNING DATE <1/1/95> [Enter]

ENDING DATE <TODAY> [1/7/95] [Enter]

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

SUMMARY REPORT FROM ACTIVITY INDEXING

SITE: Santa Barbara County Vital Statistics

DATE RANGE: FROM 1/1/1995 TO 1/7/1995

FORM: CONFIDENTIAL MORBIDITY REPORT

RECORD COUNT BY DATE OF REGISTRATION

01/02/1995	2
01/03/1995	1
01/04/1995	3
01/05/1995	1
01/06/1995	1
01/07/1995	2
TOTAL	10

USER COUNT BY DATE OF REGISTRATION

RODRIGUEZ,ANGELA,CMR CLERK	10
TOTAL	10

RECORD COUNT BY LAST FILE DATE

01/02/1995	6
01/03/1995	1
01/04/1995	4
01/05/1995	2
01/06/1995	1
01/07/1995	2
TOTAL	16

USER COUNTY BY LAST FILE DATE

RODRIGUEZ,ANGELA,CMR CLERK	16
TOTAL	16

SCRATCH CONFIDENTIAL MORBIDITY REPORT

To remove a Confidential Morbidity Report record. Access to this procedure is limited by a special password. See your System Manager.

SYSTEM OPTION > **[C]** **[Enter]** ONFIDENTIAL MORBIDITY REPORT
 HOSPITAL BIRTH RECORD OPTION > **[SC]** **[Enter]** RATCH RECORD

Note: You must have access to the special password to delete records. See your System Manager.

PASSWORD> [Password] **[Enter]**

FILE# OR INDEX TO SEARCH > **[6]** **[Enter]**

#	NAME	DATE	FILE#	NEXT	SKIPPED
1)	JAMES, RICK -		49542000006		

IS THIS THE PERSON? <Y> **[Enter]**

SCRATCH JAMES, RICK - ? <N> **[Y]** **[Enter]**

SCRATCHED.

SCRATCH ANOTHER <N> **[Enter]**

CONFIDENTIAL MORBIDITY REPORT OPTION >

MODIFY USER LISTS

To add, change, delete or list the REPORTERs (field REPORTER) that are specific to your facility. Maintaining a current list of your REPORTERs reduces the amount of time you may spend typing in this repetitive data.

ADDING A NEW REPORTER NAME

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > **[MO]** [Enter] DIFY USER LISTS

Note: To get a complete list of the various types of User Lists, type **^L** or the **F3** key.

CALIST. LIST TO EDIT > **[R]** [Enter] EPORTER LIST
CARL. REPORTER
> **[MARIAN MEDICAL CENTER]** [Enter]
CARA. REPORTER ABBREVIATION > **[MMC]** [Enter]
CAPH. REPORTER PHONE # > **[805-555-2838]** [Enter]
CART. REPORTER TYPE > **[^L]** [Enter]
 BLOOD BANK
 MILITARY
 PRIVATE
 PUBLIC
CART. REPORTER TYPE > **[PU]** [Enter] BLIC
MARIAN MEDICAL CENTER;MMC;805-555-2838;PUB : ADDED TO LIST
CARL. REPORTER
> **[Enter]**
CALIST. LIST TO EDIT > **[Enter]**
CONFIDENTIAL MORBIDITY REPORT OPTION >

EDITING A REPORTER'S INFORMATION

If you need to make minor changes in an REPORTER's information, such as replacing, inserting or deleting a few characters, follow the instructions below. However, if there are major changes, such as a name change or a completely new address and city, it is usually easier to completely delete the old information (see CONFIDENTIAL MORBIDITY REPORT OPTION, MODIFY USER LISTS, DELETING A REPORTER) and then completely re-enter the new information (see CONFIDENTIAL MORBIDITY REPORT OPTION, MODIFY USER LISTS, ADDING A NEW REPORTER NAME).

```
SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [MO] [Enter] DIFY USER LISTS
CALIST. LIST TO EDIT > [R] [Enter] EPORTER LIST
```

Note: You may type the first two or three letters of the REPORTER's last name.

```
CARL. REPORTER'S LAST NAME > [UC] [Enter]
IS THIS THE PERSON <Y> [Enter]
UC0 =UCSB STUDENT HEALTH;UCSB;;PUB
    =
```

Note: First use the space bar to move the cursor so it is directly underneath the character(s) you want to replace or delete, or just in front of where you want to insert new characters. Type one of the following codes:

- I (Insert)
- R (Replace)
- D (Delete)

Refer to the following examples:

EXAMPLE #1, Inserting Characters

```
UC0 =UCSB STUDENT HEALTH;UCSB;;PUB
    =                               I & CLINIC [Enter]

UC0 =UCSB STUDENT HEALTH & CLINIC;UCSB;;PUB
BO0 = [Enter]
```

Warning: Do not remove the semicolons.

EXAMPLE #2, Replacing Characters:

```
UC0 =UCSB STUDENT HEALTH;UCSB;;PUB
    =                               RCLINIC [Enter]

UC0 =UCSB STUDENT CLINIC;UCSB;;PUB
BO0 = [Enter]
```

EXAMPLE #3, Deleting Characters:

```
UC0 =UCSB STUDENT CLINIC;UCSB;;PUB
BO0 =          DDDDDDD [Enter]

UC0 =UCSB CLINIC;UCSB;;PUB
BO0 = [Enter]
```

LIST REPORTERS

SYSTEM OPTION > **[C]** [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > **[MO]** [Enter] DIFY USER LISTS
CALIST. LIST TO EDIT > **[R]** [Enter] EPORTER LIST
CAAT. REPORTER'S LAST NAME > **[^L]** [Enter] (Use the F3 key)

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

BL0 =BLOOD BANK;;;BB
CO0 =COTTAGE HOSPITAL;CH;;PUB
CO1 =COUNTY JAIL;JAIL;;PUB
FE0 =FEDERAL PRISON;FED-PRS;;PUB
LO0 =LOMPOC-PRIVATE CLINIC;LO-PRV;;PRV
MA0 =MARIAN MEDICAL CENTER;MMC;805-555-2838;PUB
LO1 =LOMPOC-PUBLIC CLINIC;LO-PUB;;PUB
SB0 =SANTA BARBARA PRIVATE CLINIC;SB-PRV;;PRV
SB1 =SANTA BARBARA PUBLIC CLINIC;SB-PUB;;PUB
ST0 =STATE PRISON;ST-PRS;;PUB
UC0 =UCSB CLINIC;UCSB;;PUB

CARL. REPORTER'S LAST NAME > [Enter]

CALIST. LIST TO EDIT > [Enter]

CONFIDENTIAL MORBIDITY REPORT OPTION >

DELETING A REPORTER

```
SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [MO] [Enter] DIFY USER LISTS
CALIST. LIST TO EDIT > [R] [Enter] EPORTER LIST (MD)
CARL. REPORTER'S LAST NAME > [ST] [Enter] ATE PRISON;ST-PRS;;PUB
IS THIS THE PERSON <Y> [Enter]
    ST0 =STATE PRISON;ST-PRS;;PUB
    ST0 =[K] [Enter] OK TO DELETE? [Y] [Enter]
CARL. REPORTER'S LAST NAME > [Enter]
CALIST. LIST TO EDIT > [Enter]
CONFIDENTIAL MORBIDITY REPORT OPTION >
```

MISSING FILE NUMBER REPORT

This report will scan the file numbers in the range you have specified to determine if there are any numbers in that range that are missing.

```
SYSTEM OPTION > [C] [Enter] CONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [MIS] [Enter] MISSING FILE NUMBER REPORT
  CNTY. COUNTY > [42] [Enter]    = SANTA BARBARA
  ALL SITES <N> [Enter]
```

Note: For the following prompts, you may enter a specific beginning and ending file number or you may scan the entire year of file numbers by designating a specific year.

```
BEGINNING FILE# <0> [Enter]
ENTER YEAR <1995> [Enter]
ENDING FILE# <999999999999>
RUN THIS REPORT IN THE BACKGROUND <N> [Enter]
SAVE THE OUTPUT FROM THIS REPORT <N>
```

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

```
OUTPUT DEVICE <T> [Enter]
```

MISSING FILE NUMBER REPORT FOR SANTA BARBARA

RANGE 4954200000 TO 4954299999

4954200000

LAST USED CERTIFICATE NUMBER IN RANGE 4954200000-4954299999
4954200011

WEEKLY MORBIDITY REPORT

This report will list all the records which were completed and are to be reported to the State Department of Health Services for each seven-day period. It is to be printed by all local health jurisdictions.

```
SYSTEM OPTION > [C] [Enter] ONFIDENTIAL MORBIDITY REPORT
CONFIDENTIAL MORBIDITY REPORT OPTION > [WEE] [Enter] KLY MORBIDITY REPORT
CNTY. COUNTY <42> [Enter] = SANTA BARBARA
PREPARER'S NAME <RODRIGUEZ,ANGELA,CMR CLERK> [Enter]
PREPARER'S PHONE NUMBER <805-555-3827> [Enter]
PRINT FOOTNOTE PAGE <N> [Enter]
ENTER BEGINNING VALUE FOR DATE SENT TO STATE < 1/1/1995> [Enter]
ENTER ENDING VALUE FOR DATE SENT TO STATE < T > [Enter]
SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]
OUTPUT DEVICE <T> [P] [Enter]
```

Note: See following page for Example of Weekly Morbidity Report.

WEEKLY MORBIDITY

by Place of Report (1)

Health Jurisdiction: SANTA BARBARA
 Preparer's Name RODRIGUEZ,ANGELA,CMR CLERK
 Week No. 1 Ending Date 1/7/1995
 Telephone Number 805-555-3827
 FAX

SECTION A—REPORTED NUMBER OF CASES ONLY

Amebiasis	0	Pelvic Inflammatory Disease.	0
Campylobacteriosis.	1	Pelvic Inflammatory Disease.	0
Chlamydial Infections	0	(Other than Typhoid Fever).	0
Conjunctivitis, Acute Newborn.	0	Shigellosis	0
Giardiasis.	1	Group A (S. dysenteriae)	0
Gonococcal Infections, Total	0	Group B (S. flexneri)	0
Civilian. M F		Group C (S. boydii)	0
Public.	0 0	Group D (S. sonnei)	0
Private	0 0	Unknown	1
Non-Gonococcal Urethritis	0		

SECTION B—INDIVIDUAL CARDS REQUIRED

Chancroid.	0	Hepatitis D, (3) acute	0
Coccidioidomycosis	0	Hepatitis, other viral (3), acute.	0
Cryptosporidiosis.	0	Meningitis, viral (aseptic)	0
Cysticercosis	0	Rheumatic Fever, Acute	0
Encephalitis (2)		Streptococcal Infections (4)	
Arboviral	0	Foodhandlers (cases).	0
Other viral	0	Dairy workers (cases)	0
Escherichia coli	1	Syphilis.	
Hemolytic Uremic Syndrome.	0	Primary.	0
Hepatitis A (3).	0	Secondary.	0
Hepatitis B, (3) acute	0	Early Latent (<1 yr)	0
Hepatitis B Carriers.	0	Late Latent/Late (>1 yr)	0
Hepatitis C, (3) acute.	0	Congenital.	0

ALL CASES HISTORIES MUST ACCOMPANY THIS REPORT
 EXCEPT MEASLES/RUBEOLA AND INFANT BOTULISM (6,7)

SECTION C—INDIVIDUAL REPORT REQUIRED

AIDS (history to Office of AIDS)	1	PLAGUE, Human (5).	0
ANTHRAX (5)	0	Poliomyelitis	0
BOTULISM (5)		Psittacosis	0
Foodborne	0	Q-Fever.	0
Wound	0	Rabies, Animal	0
Infant (6) (hist. To Berkeley).	0	RABIES, HUMAN (5).	0
Brucellosis.	0	RELAPSING FEVER (5).	0
CHOLERA (5).	0	Reye Syndrome.	0
Dengue	0	Rocky Mountain Spotted Fever	0
DIPHTHERIA (5)	1	Rubella (German Measles).	0
Haemophilus influenzae		Rubella, Congenital Syndrome	0
Invasive Disease (8)	0	Tetanus	0
Hantavirus Infections	0	Toxic Shock Syndrome.	0
Kawasaki Syndrome.	0	TRICHINOSIS (5).	0
Legionellosis.	0	Tuberculosis	0
Leprosy (Hansen's Disease).	0	Tularemia	0
Leptospirosis.	0	Typhoid Fever, acute	0
Listeriosis	0	Typhoid Carriers.	0
Lyme Disease	0	TYPHUS FEVER (5).	0
Malaria	0	Vibrio Infections (non-Cholera).	0
Measles/Rubeola (7) (to Berkeley).	1	YELLOW FEVER (5)	0
Meningococcal Infections (9)	0		
Mumps.	0		
Pertussis (Whooping Cough).	0		

SECTION D—OUTBREAKS AND DISEASE OF UNUSUAL OCCURRENCE (10)

Diarrhea of the Newborn (Outbreak)	0
Foodborne Disease Outbreaks	0
Waterborne Disease Outbreaks.	0
HEP-C-CR	1
UNK	2
VH-FVR	1

Missing file numbers:

NO MISSING FILE NUMBERS.
LAST USED NUMBER IS 4199542000011

CONFIDENTIAL MORBIDITY REPORT OPTION >

REPORT GENERATOR

The various Report Generator options allow you to make use of the demographic and medical data contained in the Confidential Morbidity Report. Ad hoc queries and standard reports including listings, cross-tabulations, and summary reports are available.

QUERY DATABASE

Querying a database may be used to search the database using one or more fields from the Confidential Morbidity Report record. The resulting report will display the records that matched the criteria you requested. Included below are several examples of various "queries" which you can try.

EXAMPLE #1 - TO LIST ALL DISEASES REPORTED AND A COUNT IN YOUR SPECIFIED TIME RANGE :

SYSTEM OPTION > **[R]** [Enter] EPORT GENERATOR

REPORT GENERATOR OPTION > **[Q]** [Enter] UERY DATABASE
INITIALIZING...

FORM. SELECTION > **[CMR]** [Enter] = CONFIDENTIAL MORBIDITY REPORT

FORM. SELECTION > [Enter]

Note: Enter your two digit county code.

XIND. SITE CODES > **[42]** [Enter]

XIND. SITE CODES > [Enter]

THE FOLLOWING SITES / FORMS WILL BE REPORTED ON:
42 CMR

*Note: Enter the Confidential Morbidity Report field number that you want to ask about or if you're unsure, you can get a complete list of fields to choose from by typing **^L** or using the F3 key.*

LEVEL 1: FIELD TO BE REPORTED ON > **[DISEASE]** [Enter] (DISEASE)

LEVEL 1: PLEASE ENTER SPECIFIC VALUE (S) > [Enter]

*Note: You may type **^L** or use the F3 key to see all the search indexes you can use to select the data.*

INDEX TO SEARCH <DATE CMR SENT TO STATE> [Enter]

ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/95> [Enter] (1/1/95)

ENTER ENDING VALUE FOR DATE OF BIRTH <T> [Enter] (1/7/95)

DO YOU WANT TO FILE VARIABLE VALUES ON ALL RECORDS FOUND DURING THE QUERY <N> [Enter]

Note: Enter a "Y" here if you wish to see the record number for each match in your query.

SAVE THESE COMMANDS FOR THE REPORT GENERATOR <N> [Enter]

Note: You can run this query in the background, if you wish. (See REPORT GENERATOR, GENERATE REPORT-RUNNING A REPORT IN THE BACKGROUND.)

RUN THIS REPORT IN THE BACKGROUND <N> [Enter]

SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]

OUTPUT DEVICE <T> [Enter]

SEARCHING DATABASE XXXXXXXX
10 CERTIFICATES ARE REGISTERED
THE NUMBER OF CERTIFICATES REPORTED ON IS 10 (100.00%)

DO YOU WISH TO GROUP,SEE DISTINCT VALUES,CONTINUE OR QUIT (G/V/C/Q) [V] [Enter]

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

DISEASE:
(UNDEF) ... 2 ... 16.67%
AIDS ... 1 ... 8.33% FILE# 4954200008 (42:CMR)
CAMPYBAC ... 1 ... 8.33% FILE# 4954200001 (42:CMR)
DIPHTHRIA ... 1 ... 8.33% FILE# 4954200004 (42:CMR)
E-COLI ... 1 ... 8.33% FILE# 4954200003 (42:CMR)
GIARDIA ... 1 ... 8.33% FILE# 4954200007 (42:CMR)
HEP-C-CR ... 1 ... 8.33% FILE# 495000011 (42:CMR)
MEASLES ... 1 ... 8.33% FILE# 4954200006 (42:CMR)
SHIGL-UN ... 1 ... 8.33% FILE# 4954200005 (42:CMR)
VH-FVR ... 1 ... 8.33% FILE# 4954200002 (42:CMR)

DO YOU WISH TO GROUP, SEE DISTINCT VALUES, CONTINUE OR QUIT (G/V/C/Q) [Q] [Enter]

REPORT GENERATOR OPTION >

EXAMPLE #2 - LIST FILE NUMBERS OF ALL OF "GC" VALUES IN THE DISEASE FIELD FOR TEENS :

SYSTEM OPTION > [R] [Enter] EPORT GENERATOR

REPORT GENERATOR OPTION > [Q] [Enter] UERY DATABASE
INITIALIZING...

FORM. SELECTION > [CMR] [Enter] = CONFIDENTIAL MORBIDITY REPORT

FORM. SELECTION > [Enter]

Note: Enter your two digit county code.

XIND. SITE CODES > [42] [Enter]

XIND. SITE CODES > [Enter]

THE FOLLOWING SITES / FORMS WILL BE REPORTED ON:
42 CMR

LEVEL 1: FIELD TO BE REPORTED ON > [AGE] [Enter]

LEVEL 1: PLEASE ENTER SPECIFIC VALUE (S) > [1--18] [Enter]

LEVEL 2: FIELD TO BE REPORTED ON > [DISEASE] [Enter] (DISEASE)

Note: You must enter the AVSS abbreviation for this disease. See Appendix B for a complete list of these abbreviations.

LEVEL 2: PLEASE ENTER SPECIFIC VALUE(S) > [GC] [Enter]

LEVEL 3: FIELD TO BE REPORTED ON > [Enter]

ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/93> [1/1/94] [Enter] (1/1/94)

ENTER ENDING VALUE FOR DATE OF BIRTH <T> [12/31/94] [Enter] (12/31/94)

DO YOU WANT TO FILE VARIABLE VALUES ON ALL RECORDS FOUND DURING THE QUERY <N> [Y] [Enter]

SAVE THESE COMMANDS FOR THE REPORT GENERATOR <N> [Enter]

Note: You can run this query in the background, if you wish. (See REPORT GENERATOR, GENERATE REPORT-RUNNING A REPORT IN THE BACKGROUND.)

RUN THIS REPORT IN THE BACKGROUND <N> [Enter]

SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

OUTPUT DEVICE <T> [Enter]

SEARCHING DATABASE XX
XX

1402 CERTIFICATES ARE REGISTERED
1394 CERTIFICATES OF THOSE HAD OTHER THAN THE SPECIFIC VALUE(S) LEAVING 8
THE NUMBER OF CERTIFICATES REPORTED ON IS 8 (0.57%)

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > [V] [Enter]

OUTPUT DEVICE <T> [P] [Enter]

```
GC:49342001244:42 ... 1 ... 12.50% FILE# 49342001244 (42:CMR)
GC:49442000277:42 ... 1 ... 12.50% FILE# 49442000277 (42:CMR)
GC:49442000438:42 ... 1 ... 12.50% FILE# 49442000438 (42:CMR)
GC:49442000486:42 ... 1 ... 12.50% FILE# 49442000486 (42:CMR)
GC:49442000513:42 ... 1 ... 12.50% FILE# 49442000513 (42:CMR)
GC:49442000556:42 ... 1 ... 12.50% FILE# 49442000556 (42:CMR)
GC:49442000699:42 ... 1 ... 12.50% FILE# 49442000699 (42:CMR)
GC:49442000888:42 ... 1 ... 12.50% FILE# 49442000888 (42:CMR)
```

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > [Q] [Enter]

EXAMPLE #3 - SEARCH FOR ALL DISEASES REPORTED BY A SPECIFIC REPORTER:

SYSTEM OPTION > **[R]** **[Enter]** REPORT GENERATOR
REPORT GENERATOR OPTION > **[Q]** **[Enter]** QUERY DATABASE
INITIALIZING...
FORM. SELECTION > **[CMR]** **[Enter]** = CONFIDENTIAL MORBIDITY REPORT
FORM. SELECTION > **[Enter]**

Note: Enter your two digit county code.

XIND. SITE CODES > **[42]** **[Enter]**
THE FOLLOWING SITES / FORMS WILL BE REPORTED ON:
42 CMR

LEVEL 1: FIELD TO BE REPORTED ON > **[REPORTER]** **[Enter]**

Note: In the following prompt, entering **"*LOMPOC"** will retrieve any reporter name which contains the letters **LOMPOC**. To see a more detailed explanation of ways to customize specific values in your query, type a **?** or use the **F1** key at this prompt.

LEVEL 1: PLEASE ENTER SPECIFIC VALUE (S) > **[*LOMPOC]** **[Enter]**

LEVEL 2: FIELD TO BE REPORTED ON > **[DISEASE]** **[Enter]** (DISEASE)
LEVEL 2: PLEASE ENTER SPECIFIC VALUE(S) > **[Enter]**
ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/93> **[1/1/94]** **[Enter]** (1/1/94)
ENTER ENDING VALUE FOR DATE OF BIRTH <T> **[12/31/94]** **[Enter]** (12/31/94)
DO YOU WANT TO FILE VARIABLE VALUES ON ALL RECORDS FOUND DURING THE QUERY <N> **[Enter]**
SAVE THESE COMMANDS FOR THE REPORT GENERATOR <N> **[Enter]**

Note: You can run this query in the background, if you wish. (See REPORT GENERATOR, GENERATE REPORT-RUNNING A REPORT IN THE BACKGROUND.)

RUN THIS REPORT IN THE BACKGROUND <N> **[Enter]**
SAVE THE OUTPUT FROM THIS REPORT <N> **[Enter]**
OUTPUT DEVICE <T> **[Enter]**

SEARCHING DATABASE XX
XX

1402 CERTIFICATES ARE REGISTERED
1394 CERTIFICATES OF THOSE HAD OTHER THAN THE SPECIFIC VALUE(S) LEAVING 8
THE NUMBER OF CERTIFICATES REPORTED ON IS 8 (0.57%)

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > **[V]** **[Enter]**

OUTPUT DEVICE <T> **[P]** **[Enter]**

REPORTER NAME (LAST,FIRST) AND ADDRESS: *LOMPOC ... 31 SUCCESSES 1371 FAILURES (2.21%)

DISEASE:

CHLAMYDA ... 20 ... 64.52%
 ENCP-UNK ... 1 ... 3.23% FILE# 49442000873 (42:CMR)
 GIARDIA ... 1 ... 3.23% FILE# 49442000700 (42:CMR)
 HEP-A ... 2 ... 6.45%
 HEP-NANB ... 2 ... 6.45%
 PID ... 1 ... 3.23% FILE# 49442001161 (42:CMR)
 SHIGL-UN ... 1 ... 3.23% FILE# 49442000786 (42:CMR)
 SYP-ERLT ... 1 ... 3.23% FILE# 42442000981 (42:CMR)
 TB ... 2 ... 6.45%

Note: Enter a 'C' to continue in the query database suboption for another query.

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > [C] [Enter]

EXAMPLE #4 - SEARCH FOR THE DISEASE 'CHLAMYDA' (abbreviated form for CHLAMYDIA) BY AGE
 _____ (See Appendix B for complete list of diseases and their abbreviations): _____

SYSTEM OPTION > [R] [Enter] REPORT GENERATOR

REPORT GENERATOR OPTION > [Q] [Enter] QUERY DATABASE
 INITIALIZING...

FORM. SELECTION > [CMR] [Enter] = CONFIDENTIAL MORBIDITY REPORT

FORM. SELECTION > [Enter]

Note: Enter your two digit county code.

XIND. SITE CODES > [42] [Enter]

THE FOLLOWING SITES / FORMS WILL BE REPORTED ON:
 42 CMR

LEVEL 1: FIELD TO BE REPORTED ON > [DISEASE] [Enter]

Note: You must enter the AVSS abbreviation for this disease. See Appendix B for a complete list of these abbreviations.

LEVEL 1: PLEASE ENTER SPECIFIC VALUE (S) > [CHLAMYDA] [Enter]

LEVEL 2: FIELD TO BE REPORTED ON > [AGE] [Enter] (DISEASE)

LEVEL 2: PLEASE ENTER SPECIFIC VALUE(S) > [Enter]

ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/93> [1/1/94] [Enter] (1/1/94)

ENTER ENDING VALUE FOR DATE OF BIRTH <T> [12/31/94] [Enter] (12/31/94)

DO YOU WANT TO FILE VARIABLE VALUES ON ALL RECORDS FOUND DURING THE QUERY <N> [Enter]

SAVE THESE COMMANDS FOR THE REPORT GENERATOR <N> [Enter]

Note: You can run this query in the background, if you wish. (See REPORT GENERATOR, GENERATE REPORT-RUNNING A REPORT IN THE BACKGROUND.)

RUN THIS REPORT IN THE BACKGROUND <N> [Enter]

SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]

OUTPUT DEVICE <T> [Enter]

SEARCHING DATABASE XX
XX

1402 CERTIFICATES ARE REGISTERED
950 CERTIFICATES OF THOSE HAD OTHER THAN THE SPECIFIC VALUE(S) LEAVING 452
THE NUMBER OF CERTIFICATES REPORTED ON IS 452 (32.24%)

(G)ROUP, (D)ISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > [V] [Enter]

OUTPUT DEVICE <T> [P] [Enter]

DISEASE: CHLAMYDA ... 452 SUCCESSES 950 FAILURES (32.24%)			
452 SUCCESSES 0 FAILURES (100.0%)			
6	...	1	... 0.22% FILE# 49442000061 (42:CMR)
13	...	3	... 0.66%
14	...	10	... 2.21%
15	...	17	... 3.76%
16	...	17	... 3.76%
17	...	23	... 5.09%
18	...	40	... 8.85%
19	...	49	... 10.84%
20	...	48	... 10.62%
21	...	50	... 11.06%
22	...	43	... 9.51%
23	...	29	... 6.42%
24	...	20	... 4.42%
25	...	13	... 2.88%
26	...	10	... 2.21%
27	...	8	... 1.77%
28	...	13	... 2.88%
29	...	4	... 0.88%
30	...	3	... 0.66%
31	...	10	... 2.21%
32	...	7	... 1.55%
33	...	5	... 1.11%
34	...	6	... 1.33%
35	...	4	... 0.88%
36	...	1	... 0.22% FILE# 49442000914 (42:CMR)
37	...	5	... 1.11%
39	...	4	... 0.88%
42	...	1	... 0.22% FILE# 49442000938 (42:CMR)
43	...	3	... 0.66%
44	...	2	... 0.44%
45	...	1	... 0.22% FILE# 49442000767 (42:CMR)
50	...	1	... 0.22% FILE# 49442000333 (42:CMR)
54	...	1	... 0.22% FILE# 49442000898 (42:CMR)

Note: To see these values displayed as groups by ages, continue the query by entering **G**.

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > **[G]** [Enter]

LOW VALUE > **[0]** [Enter] HIGH VALUE > **[12]** [Enter]

OUTPUT DEVICE <T> [Enter]

FOR RANGE 0 TO 12 (INCLUSIVE)

THERE ARE 1 DISTINCT VALUES WITH 1 ENTRIES 0.22%

DO YOUR WISH TO SEE THE 1 DISTINCT VALUES AND THEIR STATISTICS? <N> **[Y]** [Enter]

```
DISEASE: CHLAMYDA ... 452 SUCCESSES 950 FAILURES (32.24%)
PATIENT'S AGE: 0—125 ... 452 SUCCESSES 0 FAILUES (100.0%)
6 ... 1 ... 0.22% FILE# 49442000061 (42:CMR)
```

LOW VALUE > **[13]** [Enter] HIGH VALUE > **[19]** [Enter]

OUTPUT DEVICE <T> [Enter]

FOR RANGE 13 TO 19 (INCLUSIVE)

THERE ARE 7 DISTINCT VALUES WITH 159 ENTRIES 52.65%

DO YOUR WISH TO SEE THE 1 DISTINCT VALUES AND THEIR STATISTICS? <N> **[Y]** [Enter]

```
DISEASE: CHLAMYDA ... 452 SUCCESSES 950 FAILURES (32.24%)
PATIENT'S AGE: 0—125 ... 452 SUCCESSES 0 FAILUES (100.0%)
13 ... 3 ... 0.66%
14 ... 10 ... 2.21%
15 ... 17 ... 3.76%
16 ... 17 ... 3.76%
17 ... 23 ... 5.09%
18 ... 40 ... 8.85%
19 ... 49 ... 10.84%
```

Note: You may continue to group these values as necessary. When you're done, hit **[Enter]** at the LOW VALUE > prompt.

LOW VALUE > [Enter]

(G)ROUP, DISTINCT (V)ALUES, (C)ONTINUE, OR (Q)UIT > **[Q]** [Enter]

REPORT GENERATOR OPTION >

GENERATE REPORT - RUNNING A REPORT IN THE FOREGROUND

A report run in the "Foreground" (rather than the "Background") means that the report will tie up your terminal while it is running. You won't be able to use your terminal until the report finishes. Since most reports take only a few minutes to run, this is usually the easiest way to run reports.

Note: The following reports are examples of how to run the Annual STD Reports.

```
SYSTEM OPTION > [R] [Enter] EPORT GENERATOR
REPORT GENERATOR OPTION > [G] [Enter] ENERATE REPORT
REP. REPORT > [#CMR] [Enter]
```

- 1 #CMRIL=ALPHA LIST OF CMR DATA FOR RANGE OF DATES SENT TO STATE
- 2 #CMRANN=ANNUAL REPORT FOR CMR'S
- 3 #CMRCLMD=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 4 #CMRCLMN=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE, AND AGE
- 5 #CMRDSE=DISEASE TABLES BY SEX,RACE AND AGE BEFORE 1993
- 6 #CMRDSEN=DISEASE TABLES BY SEX,RACE, AND AGE FOR 1993 ON
- 7 #CMRGEN=GENERAL CMR REPORT FOR INPUT INTO EPI-INFO
- 8 #CMRGEND=GENERATE EPI-INFO FILE FOR SPECIFIC DISEASES
- 9 #CMRGENR=CMR REPORT FOR EPI-INFO WITH REPORTER SPECIFICATION
- 10 #CMRGON=GONORREA BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 11 #CMRGONN=GONORRHEA BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON
- 12 #CMRHEP=HEPATITIS CMR REPORT FOR INPUT INTO EPI-INFO
- 13 #CMRNGU=NON-GONOCOCCAL URETHRITIS BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 14 #CMRNGUN=NON-GONOCOCCAL URETHRITIS BY SOURCE,SEX,RACE AND AGE
- 15 #CMRPID=PELVIC INFLAMMATORY DISEASE BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 16 #CMRPIDN=PELVIC INFLAMMATORY DISEASE BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON
- 17 #CMRTB=TB CMR REPORT FOR INPUT INTO EPI-INFO
- 18 #CMRTBLN=DISEASE TABLES BY SEX,RACE, AND AGE FROM 1993 ON
- 19 #CMRTBLS=DISEASE TABLES BY SEX, RACE AND AGE BEFORE 1993
- 20 #CMRWPR=WEEKLY MORBIDITY REPORT FORMAT FOR ANY DATE PERIOD

Note: The reports included in the selection of Annual STD reports are report number 4 - #CMRCLMN, report number 11 - #CMRGONN, report number 14 - #CMRNGUN, and report number 16 - #CMRPIDN. Examples of these reports are on the following pages.

```
SELECTION # > [4] [Enter] #CMRCLMN=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE, AND AGE
ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/93> [1/1/94] [Enter] (1/1/92)

ENTER ENDING VALUE FOR DATE OF BIRTH <T> [12/31/94] [Enter](12/31/92)

RUN THIS REPORT IN THE BACKGROUND <N> [Enter]

SAVE THE OUTPUT FROM THIS REPORT <N> [Enter]

OUTPUT DEVICE <T> [P] [Enter]

PREPARING REPORT.....
EXECUTING REPORT....
```

Note: Each of the following four Annual STD reports will print out four pages, one for each reporting source (Military 1, Public 2, Private 3 and Totals). The samples below are the Totals page only.

#CMRCLMN=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE, AND AGE:

County: SANTA BARBARA

County Code: 42

Reporting Source: Totals

Reporting Range: 1/1/1994 (DAY 7 OF WEEK 52 OF YEAR 1993)

Thru: 12/31/1994 (DAY 7 OF WEEK 52 OF YEAR 1994)

CHLAMYDIA

BY AGE GROUP, RACE/ETHNICITY, AND SEX

RACE/ETHNICITY AND SEX																
AGE GROUP	ASIAN OR PACIFIC ISLANDER	BLACK (Not Hispanic Origin)	HISPANIC	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not Hispanic Origin)	NOT SPECIFIED	TOTAL									
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Unk	Total
0-4																
5-9						1			1							
10-14			8	1		3			1			12	1			13
15-19	3		5	5	74	6	1		32	1	18	1	133	13		146
20-24	7		12	2	60	15			49	7	28	10	156	34		190
25-29	1		6	1	23	4			7	2	3	1	40	8		48
30-34			1	1	15	4			3	4	2	1	21	10		31
35-39	1				8	1			1	3			10	4		14
40-44				1				4	1		6					6
45-54								1	2			1	2			3
55-64																
>=65																
Unk																
TOTAL	12		24	9	189	31	1		101	19	53	13	380	72		452

REPORT GENERATOR OPTION >

Note: Each of the following four Annual STD reports will print out four pages, one for each reporting source (Military 1, Public 2, Private 3 and Totals). The samples below are the Totals page only.

#CMRGONN=GONORRHEA BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON:

County: SANTA BARBARA

County Code: 42

Reporting Source: Totals

Reporting Range: 1/1/1994 (DAY 7 OF WEEK 52 OF YEAR 1993)

Thru: 12/31/1994 (DAY 7 OF WEEK 52 OF YEAR 1994)

GONORRHEA

BY AGE GROUP, RACE/ETHNICITY, AND SEX

RACE/ETHNICITY AND SEX																
AGE GROUP	ASIAN OR PACIFIC ISLANDER	BLACK (Not Hispanic Origin)	HISPANIC	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not Hispanic Origin)	NOT SPECIFIED	TOTAL									
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Unk	Total
0-4																
5-9																
10-14																
15-19	1		4	5	4		2	1		13	4					17
20-24			1	4	6	7		8	3	4	1	19	15			34
25-29			4	3	4	8		1	1		1	9	13			22
30-34				2	2	1				1		2	2	6		8
35-39				1		1								2		2
40-44				2				2		1	2	3				5
45-54																
55-64					1					1		1				
>=65																
Unk																
TOTAL	1		9	10	19	22		11	7	5	5	45	44			89

REPORT GENERATOR OPTION >

Note: Each of the following four Annual STD reports will print out four pages, one for each reporting source (Military 1, Public 2, Private 3 and Totals). The samples below are the Totals page only.

#CMRNGUN=NON-GONOCOCCAL URETHRITIS BY SOURCE,SEX,RACE AND AGE:

County: SANTA BARBARA

County Code: 42

Reporting Source: Totals

Reporting Range: 1/1/1994 (DAY 7 OF WEEK 52 OF YEAR 1993)

Thru: 12/31/1994 (DAY 7 OF WEEK 52 OF YEAR 1994)

NON-GONOCOCCAL URETHRITIS (NGU)
BY AGE GROUP, RACE/ETHNICITY, AND SEX

RACE/ETHNICITY AND SEX														
AGE GROUP	ASIAN OR PACIFIC ISLANDER	BLACK (Not Hispanic Origin)	HISPANIC	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not Hispanic Origin)	NOT SPECIFIED	TOTAL							
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Unk	Total
0-4														
5-9														
10-14														
15-19	1		4					1		5				5
20-24														
25-29			3				1			1	3			4
30-34				2						2	2	2		4
35-39				1							1			1
40-44							2			2				2
45-54														
55-64		1							1		1			
>=65														
Unk														
TOTAL	1		4	3	2	1		1	2	1	2	8	9	17

REPORT GENERATOR OPTION >

Note: Each of the following four Annual STD reports will print out four pages, one for each reporting source (Military 1, Public 2, Private 3 and Totals). The samples below are the Totals page only.

#CMRPIDN=PELVIC INFLAMMATORY DISEASE BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON:

County: SANTA BARBARA
 County Code: 42
 Reporting Source: Totals
 Reporting Range: 1/1/1994 (DAY 7 OF WEEK 52 OF YEAR 1993)
 Thru: 12/31/1994 (DAY 7 OF WEEK 52 OF YEAR 1994)

PELVIC INFLAMMATORY DISEASE (PID)
 BY AGE GROUP, RACE/ETHNICITY, AND SEX

RACE/ETHNICITY AND SEX																
AGE GROUP	ASIAN OR PACIFIC ISLANDER	BLACK (Not Hispanic Origin)	HISPANIC	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not Hispanic Origin)	NOT SPECIFIED	TOTAL									
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Unk	Total
0-4																
5-9																
10-14																
15-19							1					1				1
20-24			1		1								2			2
25-29					2								2			2
30-34					2				2			1		5		5
35-39																
40-44					2								2			2
45-54																
55-64			1								1			1		
>=65																
Unk																
TOTAL	1		1		1		5		2		3		1	10		3
																13

REPORT GENERATOR OPTION >

GENERATE REPORT - RUNNING A REPORT IN THE BACKGROUND

A report run in the "Background" (rather than the "Foreground") means that the report will not tie up your terminal while it is running. You will be able to use your terminal for other AVSS functions. This method is advisable when you feel the report you are about to run may take longer than a few minutes. The length of time will depend on the speed of your computer, the number of records entered at your site, and the time period you are covering.

SYSTEM OPTION > **[R]** [Enter] EPORT GENERATOR

REPORT GENERATOR OPTION > **[G]** [Enter] ENERATE REPORT

REP. REPORT > **#[CMR]** [Enter]

- 1 #CMR1L=ALPHA LIST OF CMR DATA FOR RANGE OF DATES SENT TO STATE
- 2 #CMRANN=ANNUAL REPORT FOR CMR'S
- 3 #CMRCLMD=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 4 #CMRCLMN=CHLAMYDIAL INFECTIONS BY SOURCE,SEX,RACE, AND AGE
- 5 #CMRDSE=DISEASE TABLES BY SEX,RACE AND AGE BEFORE 1993
- 6 #CMRDSEN=DISEASE TABLES BY SEX,RACE, AND AGE FOR 1993 ON
- 7 #CMRGEN=GENERAL CMR REPORT FOR INPUT INTO EPI-INFO
- 8 #CMRGEND=GENERATE EPI-INFO FILE FOR SPECIFIC DISEASES
- 9 #CMRGENR=CMR REPORT FOR EPI-INFO WITH REPORTER SPECIFICATION
- 10 #CMRGON=GONORREA BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 11 #CMRGONN=GONORRHEA BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON
- 12 #CMRHEP=HEPATITIS CMR REPORT FOR INPUT INTO EPI-INFO
- 13 #CMRNGU=NON-GONOCOCCAL URETHRITIS BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 14 #CMRNGUN=NON-GONOCOCCAL URETHRITIS BY SOURCE,SEX,RACE AND AGE
- 15 #CMRPID=PELVIC INFLAMMATORY DISEASE BY SOURCE,SEX,RACE AND AGE BEFORE 1993
- 16 #CMRPIDN=PELVIC INFLAMMATORY DISEASE BY SOURCE,SEX,RACE AND AGE FOR 1993 AND ON
- 17 #CMRTB=TB CMR REPORT FOR INPUT INTO EPI-INFO
- 18 #CMRTBLN=DISEASE TABLES BY SEX,RACE, AND AGE FROM 1993 ON
- 19 #CMRTBLS=DISEASE TABLES BY SEX, RACE AND AGE BEFORE 1993
- 20 #CMRWPR=WEEKLY MORBIDITY REPORT FORMAT FOR ANY DATE PERIOD

SELECTION # > **[1]** [Enter] #CMR1L=ALPHA LIST OF CMR DATA FOR RANGE OF DATES SENT TO STATE

ENTER BEGINNING VALUE FOR DATE OF BIRTH <1/1/98> **[1/1/94]** [Enter] (1/1/94)

ENTER ENDING VALUE FOR DATE OF BIRTH <T> **[12/31/94]** [Enter](12/31/94)

RUN THIS REPORT IN THE BACKGROUND <N> **[Y]** [Enter]

Note: The output code name must be 8 or less, alphanumeric characters. Saving the output from this report allows you to print the listing later (see REPORT GENERATOR, OUTPUT SAVED REPORT).

SOC. SAVE OUTPUT CODE >**[CMR1L94]** [Enter]

ENTER A DESCRIPTION FOR THIS REPORT > **[ALPHA LIST OF CMRS FOR 1994]** [Enter]

DELAY UNTIL <NOW> [Enter]

THIS REPORT BEING RUN IN THE BACKGROUND.

EXIT

OUTPUT SAVED REPORTS

Reports that have been run in the background may be retrieved using this option. The report may be sent to the terminal, printer, or to a file on the hard disk of your computer. The reports may be printed many times until they are deleted.

SYSTEM OPTION > **[R]** **[Enter]** EPORT GENERATOR

REPORT GENERATOR OPTION > **[O]** **[Enter]** UTPUT SAVED REPORT

Note: You will be prompted for an ID Code # if your system security is set to manager status, thus allowing a manager to output any report for any user. The default ID code will be your own. To get a complete list of ID Codes, type **^L** or use the F3 key.

ID. ID CODE # <4> **[Enter]** WILSON,DENNIS,SYS MGR

Note: Type the first few characters of the code name of the report, or you can get a complete listing of all the reports typing **^L** or using the F3 key.

OUT. OUTPUT REPORT CODE > **[^L]** **[Enter]**

ARCHIV01=GENERAL BACKUP LOG [1/22/94 03:43 PM]
ARCHIV02=GENERAL BACKUP LOG [1/17/95 11:11 AM]
CMR1L93=ALPHA LIST OF CMRS FOR 1993
CMR1L94=ALPHA LIST OF CMRS FOR 1994

OUT. OUTPUT REPORT CODE > **[CMR1L94]** **[Enter]** ALPHA LIST OF CMRS FOR 1994 (1/6/94, 9:54 AM)

CMR1L94= ALPHA LIST OF CMRS FOR 1994 (1/6/94, 9:54 AM)
CMR1L94= **[Enter]**

Note: Enter a 'T' as the output device if you would like your listing on your terminal.

OUTPUT DEVICE <T> **[P]** **[Enter]**

Example:

```
DATE: 1/7/1994      CMR ALPHA LISTING

LAST, FIRST MIDDLE      BIRTHDATE SSN      DISEASE FILE#
ADDRESS, CITY, STATE ZIP
-----
AARON, BARBARA C.      8/7/22 -      HEP-C  49442000826
  22 STATE ST, SANTA BARBARA, CA 93102
AROYO, SEYMOUR T.      12/3/34 -      COCCIDIO  49442001032
  454 ANAPAMU, SANTA BARBARA, CA 93103
ASTON, JOHN R.         2/22/54 -      MENG-BAC  49442000698
  22 COTTAGE DR., SANTA BARBARA, CA 93102
BARRERA, KAREN W.      6/30/84 -      KAWASAKI  49442001142
  18540 STATE ST., SANTA BARBARA, CA 93103
BARTON, CECILE C.      8/23/47 -      CAT-FVR  49442000992
.
.
```

REPORT GENERATOR OPTION >

DELETE SAVED REPORTS

The reports that you have run in the background and have reviewed and printed will need to be deleted periodically so that valuable disk space is not wasted.

```
SYSTEM OPTION > [R] [Enter] EPORT GENERATOR
REPORT GENERATOR OPTION > [D] [Enter] ELETE SAVED REPORTS
DELETE REPORT OUTPUT LISTINGS
```

THE FOLLOWING PEOPLE HAVE SAVED OUTPUT:

```
1 SANDIEGO,CARMEN
3 LAMOREAUX,BELINDA,CMR SUPV
4 WILSON,DENNIS,SYS MGR
6 DORFMAN,RENEE,MANAGER
```

```
SELECT ID <ALL> [3] [Enter]
```

```
LAMOREAUX,BELINDA,CMR SUPV
```

```
ID DATE    SIZE  NAME      DESCRIPTION
-----
```

```
3 10/16/92  100  CMRHEP QUERY CMRS FOR HEP-C AND HEP-C-CR [10/16/92, 02:45 PM]
```

```
DELETE <N> [Y] [Enter] DELETED.
```

```
3 11/22/92  100  DISEASES  QUERY OF ALL DISEASE FOR 1991 [11/22/92, 04:11 PM]
```

```
DELETE <N> [Y] [Enter] DELETED.
```

```
3 1/31/93   200  CMR1L92 ALPHA LIST OF CMRS FOR 1992 [1/31/93, 9:03 AM]
```

```
DELETE <N> [Enter]
```

```
REPORT GENERATOR OPTION >
```

Note: To delete just one report, continue as follows:

```
SYSTEM OPTION > [R] [Enter] EPORT GENERATOR
REPORT GENERATOR OPTION > [O] [Enter] UTPUT SAVED REPORT
```

*Note: Type the first few characters of the code name of the report, or you can get a complete listing of all the reports typing **^L** or using the F3 key.*

```
OUT. OUTPUT REPORT CODE > [^L] [Enter]
```

```
ARCHIV01=GENERAL BACKUP LOG [1/22/94 03:43 PM]
```

```
ARCHIV02=GENERAL BACKUP LOG [1/17/95 11:11 AM]
```

```
CMR1L93=ALPHA LIST OF CMRS FOR 1993
```

```
CMR1L94=ALPHA LIST OF CMRS FOR 1994
```

```
OUT. OUTPUT REPORT CODE > [CMR1L94] [Enter] ALPHA LIST OF CMRS FOR 1994 (1/6/94, 9:54 AM)
```

```
CMR1L94= ALPHA LIST OF CMRS FOR 1994 (1/6/94, 9:54 AM)
```

```
CMR1L94= [K] [Enter] OK TO DELETE? [Y] [Enter]
```

```
OUT. OUTPUT REPORT CODE > [Enter]
```


MAILBOX

This option provides a way of communicating messages between AVSS users of the same computer system. If another user has sent you mail, AVSS will notify you when you sign-on. Your system manager can leave a message to all users on your system. This message will appear on every user's screen as soon as they sign-on. Messages may be printed to your screen or sent to a printer. The messages in your mailbox will remain on your system until you delete them. You will also be able to check a message that you have sent to another user to see if that user has read the message yet.

SEND MAIL

SYSTEM OPTION > **[M]** [Enter] MAILBOX OPTION

MAILBOX OPTION > **[S]** [Enter] END MAIL

ADDRESSEE

NAME (LAST, FIRST) > **[RODR]** [Enter]

ID#A/D	LAST, FIRST, TITLE	ACKNOWLEDGE	CLASSIFICATION	SITE
2 A	RODRIGUEZ, ANGELA, CMR CLERK	ANGELA	COUNTY DATA ENTRY	CNTY-42 HOSP-*

IS THIS THE PERSON <Y> [Enter]

ENTER MESSAGE:

EXAMPLE:

- 1 =DEPARTMENT MEETING AT 4:00PM TODAY. [Enter]
- 2 =PLEASE BRING YOUR NOTES ON THE TURNAROUND TIME PROJECT. [Enter]
- 3 =THANKS! [Enter]
- 4 = [Enter]

MAIL FOR RODRIGUEZ, ANGELA, CMR CLERK

- 1> DEPARTMENT MEETING AT 4:00PM TODAY.
- 2> PLEASE BRING YOUR NOTES ON THE TURNAROUND TIME PROJECT.
- 3> THANKS!

OK? <Y> [Enter]

DESCRIPTION = **[DEPT MEETING]** [Enter]

SEND SAME MESSAGE TO ANOTHER USER <N> **[Y]** [Enter]

NEXT ADDRESSEE

NAME (LAST,FIRST) > [BAR,BON] [Enter]

ID#A/D	LAST,FIRST,TITLE	ACKNOWLEDGE	CLASSIFICATION	SITE
8 A	BARTLETT,BONNIE,CMR CLERK	BONNIE	HOSPITAL DATA ENTRY	CNTY-42 HOSP-*

IS THIS THE PERSON <Y> [Enter]

MAIL FOR BARTLETT,BONNIE,CMR CLERK

- 1> DEPARTMENT MEETING AT 4:00PM TODAY.
- 2> PLEASE BRING YOUR NOTES ON THE TURNAROUND TIME PROJECT.
- 3> THANKS!

OK? <Y> [Enter]

DESCRIPTION = [DEPT MEETING] [Enter]

SEND SAME MESSAGE TO ANOTHER USER <N> [Enter]

SEND A DIFFERENT MESSAGE

ADDRESSEE

NAME (LAST,FIRST) > [Enter]

MAILBOX OPTION >

PRINT MAIL**MESSAGES, MANAGER'S**

Note: When you sign-on, MANAGER'S MESSAGES appear immediately.

GOOD MORNING BONNIE
TODAY IS MONDAY 1/9/95 AT 9:22 AM

***** MANAGER'S MESSAGES:**

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE
THE NEW BACKUP SCHEDULE FOR AVSS IS FRIDAYS AT 5:00PM.
PLEASE COMPLETE YOUR AVSS WORK BY THEN. THANK YOU.

SYSTEM OPTION > **[M]** **[Enter]** AILBOX OPTION

MAILBOX OPTION > **[P]** **[Enter]** RINT MAIL

PRINT MANAGER'S MESSAGES <N> **[Y]** **[Enter]**

PRINT MESSAGES > **[^L]**

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE

PRINT MESSAGES > **[1]**

OUTPUT DEVICE <T> **[Enter]**

Note: Enter a 'P' as the output device if you would like your mail to print on your printer.

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE
THE NEW BACKUP SCHEDULE FOR AVSS IS FRIDAYS AT 5:00PM.
PLEASE COMPLETE YOUR AVSS WORK BY THEN. THANK YOU.

MESSAGES, USER'S

Note: When you log-on to AVSS, you will be notified if you have NEW or OLD mail.

GOOD MORNING BONNIE, YOU HAVE NEW MAIL
TODAY IS MONDAY 1/9/94 AT 9:22 AM

SYSTEM OPTION > [M] [Enter] MAILBOX OPTION

MAILBOX OPTION > [P] [Enter] PRINT MAIL

PRINT MESSAGES > [^L] [Enter]

1	WILSON,DENNIS,SYSTEM MANAGER	1/9/95	08:14AM
	DESCRIPTION: DEPT MEETING		
2	RODRIGUEZ,ANGELA,CMR CLERK	4/1/93	10:30AM
	DESCRIPTION: HAPPY BIRTHDAY		

PRINT MESSAGES > [1] [Enter]

OUTPUT DEVICE <T> [Enter]

Note: Enter a 'P' as the output device if you would like your mail to print on your printer.

1	WILSON,DENNIS,SYSTEM MANAGER	1/9/94	08:14AM	***UNREAD***
	DESCRIPTION: DEPT MEETING			
	DEPARTMENT MEETING AT 4:00PM TODAY.			
	PLEASE BRING YOUR NOTES ON THE TURNAROUND TIME PROJECT.			
	THANKS!			

PRINT MESSAGES >

DELETE MAIL

MESSAGES, MANAGER'S

GOOD MORNING BONNIE
TODAY IS MONDAY, 1/9/95 AT 9:22 AM

***** MANAGER'S MESSAGES:**

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE
THE NEW BACKUP SCHEDULE FOR AVSS IS FRIDAYS AT 5:00PM.
PLEASE COMPLETE YOUR AVSS WORK BY THEN. THANK YOU.

SYSTEM OPTION > **[M]** **[Enter]** MAILBOX OPTION

MAILBOX OPTION > **[D]** **[Enter]** DELETE MAIL

DELETE MANAGER'S MESSAGES MESSAGES <N> **[Y]** **[Enter]**

DELETE MESSAGES >**[^L]** **[Enter]**

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE

DELETE MESSAGES >**[1]** **[Enter]**

1 WILSON,DENNIS,SITE SYSTEM MANAGER 12/30/94 10:18 AM
DESCRIPTION: BACKUP SCHEDULE

OK TO DELETE <N> **[Y]** **[Enter]**

1 DELETED

DELETE MESSAGES > **[Enter]**

MAILBOX OPTION >

MESSAGES, USER'S

SYSTEM OPTION > [M] [Enter] MAILBOX OPTION

MAILBOX OPTION > [D] [Enter] DELETE MAIL

DELETE MESSAGES > [^L] [Enter]

1	WILSON,DENNIS,SYSTEM MANAGER	1/9/95	8:14AM
	DESCRIPTION: DEPT MEETING		
2	RODRIGUEZ,ANGELA,CMR CLERK	1/4/95	10:30AM
	DESCRIPTION: HAPPY BIRTHDAY		

DELETE MESSAGES > [2] [Enter]

2	RODRIGUEZ,ANGELA,CMR CLERK	1/4/95	10:30AM
	DESCRIPTION: HAPPY BIRTHDAY		

OK TO DELETE <N> [Y] [Enter]

2 DELETED

DELETE MESSAGES > [1] [Enter]

1	WILSON,DENNIS,SYSTEM MANAGER	1/9/95	8:14AM
	DESCRIPTION: DEPT MEETING		

OK TO DELETE <N> [Y] [Enter]

1 DELETED

ALL MESSAGES DELETED

MAILBOX OPTION >

REPORT STATUS OF SENT MAIL

SYSTEM OPTION > [M] [Enter] AILBOX OPTION

MAILBOX OPTION > [R] [Enter] EPORT STATUS OF SENT MAIL

MAIL TO: WILSON,DENNIS
MESSAGE 2 SENT: 1/9/95 1:30PM ***UNREAD***
COMMENT: RSVP TO DEPT MEETING

MAIL TO: RODRIGUEZ,ANGELA
MESSAGE 1 SENT: 1/4/95 10:45AM READ: 1/4/95 12:15PM
COMMENT: BIRTHDAY LUNCH

MAILBOX OPTION >

CHANGE YOUR PASSWORD

In order to insure the security of your AVSS system, you will be alerted when you are required to change your password. Changing your password regularly prevents others from learning and using your password to gain access to AVSS.

SYSTEM OPTION > **[Y]** [Enter] OUR PASSWORD OPTION

YOUR PASSWORD OPTION > **[C]** [Enter] HANGE YOUR PASSWORD

Note: Enter the password that you are currently using. In other words, enter the same password that you used to get into AVSS. The passwords that you type in will not be displayed on the screen.

ENTER CURRENT PASSWORD > **[DISEASE]** [Enter]

ENTER DESIRED PASSWORD > **[MORBID]** [Enter]

Note: Enter your new password. This must be different from your current password.

AGAIN > **[MORBID]** [Enter]

Note: At the AGAIN prompt, you must enter the exact password that you put in at the ENTER DESIRED PASSWORD prompt. If it is not exactly the same, AVSS will not allow you to change your password.

PASSWORD HAS BEEN CHANGED!

CONTACT PHONE NUMBER <> **[805-555-2222]** [Enter]

Note: Enter the phone number where you can normally be reached at work.

YOUR PASSWORD OPTION >

SYSTEM STATUS

Displaying the status of your AVSS system allows you to check the number of jobs which are currently active. Other System Maintenance functions may ask for the JOB NUM, ROUTINE NAME, and DEVICES OWNED, so note the values displayed.

SYSTEM OPTION > **[S]** [Enter] YSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[SY]** [Enter] STEM STATUS

MSM - System Job Status						
Max Partitions: 13			Current in Use: 4			
JOB NUM	UCI/VOL NAME	ROUTINE NAME	P-SIZE CURR/MAX	STATUS	#-COMMANDS TOTAL/INCR	DEVICES OWNED
1		* * *	M S	M * * *		
3	MGR/AVS	FSPCTIM	1.1/20.0	Hang	49389/49189	
9	MGR/AVS	%SS	5.8/20.0	Running	2817/0	1pc
11	MGR/AVS	FSDI	11.6/20.0	TermI-11	22256/1	7pc

p - Principal Device
c - Current Device

Total Buffers In System: 88, Modified#=0
Flush Thresholds=(4,8,22), Flush Interval=2, Flush Count=1
Disk Cache Efficiency: 88.8%

Note: On your AVSS-PC system, device 1 is always the main screen and keyboard that you use. FSPCTIM is a background job that should always be running.

SYSTEM MAINTENANCE OPTION >

JOB KILL

If your terminal or printer (device) becomes "locked" or "hung", killing the job associated with that device may be necessary. Find out the Job Number you need to stop by first running System Status to review the jobs that are currently running. (See SYSTEM MAINTENANCE OPTION, SYSTEM STATUS).

```
SYSTEM OPTION > [S] [Enter] YSTEM MAINTENANCE OPTION
```

```
SYSTEM MAINTENANCE OPTION > [J] [Enter] OB KILL
```

```
MSM - Job Termination/Device Release
```

```
Job number to be HALTed? [11] [Enter]
```

```
Job #11 being HALTED.
```

```
Job #11 has terminated.
```

```
Job number to be HALTED? [Enter]
```

```
SYSTEM MAINTENANCE OPTION >
```

SHUTDOWN AVSS

In order to do a backup or other system maintenance functions, it is necessary to shut down AVSS. Before you do a shutdown, inform anyone else on AVSS and make sure that their jobs are not active.

SHUTTING DOWN AVSS THROUGH SYSTEM MAINTENANCE

SYSTEM OPTION > **[S]** [Enter] SYSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[SH]** [Enter] SHUTDOWN AVSS

```

MSM - System Shutdown
Other users are on the system.
MSM - System Job Status
Max Partitions: 13      Current in Use: 3
JOB   UCI/VOL  ROUTINE  P-SIZE  STATUS  #-COMMANDS  DEVICES
NUM   NAME    NAME     CURR/MAX  -----  TOTAL/INCR  OWNED
-----
  1           * * *   M S   M * * *
  3  MGR/AVS  FSPCTIM  1.1/20.0  Hang    49389/49189
  9  MGR/AVS  %SS      5.8/20.0  Running 2817/0      1pc

p - Principal Device
c - Current Device

Total Buffers In System: 88, Modified#=0
Flush Thresholds=(4,8,22), Flush Interval=2, Flush Count=1
Disk Cache Efficiency: 88.8%
    
```

How long (in seconds) to wait for users to logoff <60>? **[0]** [Enter]

Do you want to force a shutdown? **[Y]** [Enter]

System going down immediately.
Exit

SHUTTING DOWN AVSS AT LOG-ON

START AVSS? > [SHUTDOWN] [Enter]

OR

MUMPS OPTION > [SHUTDOWN] [Enter]

MSM - System Shutdown

Other users are on the system.

MSM - System Job Status

Max Partitions: 13 Current in Use: 3

JOB NUM	UCI/VOL NAME	ROUTINE NAME	P-SIZE CURR/MAX	STATUS	#-COMMANDS TOTAL/INCR	DEVICES OWNED
1		* * *	M S	M * * *		
3	MGR/AVS	FSPCTIM	1.1/20.0	Hang	49389/49189	
9	MGR/AVS	%SS	5.8/20.0	Running	2817/0	1pc

p - Principal Device

c - Current Device

Total Buffers In System: 88, Modified#=0

Flush Thresholds=(4,8,22), Flush Interval=2, Flush Count=1

Disk Cache Efficiency: 88.8%

How long (in seconds) to wait for users to logoff <60>? [0] [Enter]

Do you want to force a shutdown? [Y] [Enter]

System going down immediately.

Exit

INITIALIZE MODEM

A modem that may not be working or transmitting data should be reset. Turn the power off to the modem, then back on. Continue by reinitializing the modem through AVSS.

```
SYSTEM OPTION > [S] [Enter] YSTEM MAINTENANCE OPTION
SYSTEM MAINTENANCE OPTION > [INI] [Enter] TIALIZE MODEM
  INITIALIZE MODEM ON LINE NUMBER > [^L] [Enter]
  4      HAYES
  INITIALIZE MODEM ON LINE NUMBER > [4] [Enter]
  INITIALIZING...
SYSTEM MAINTENANCE OPTION >
```

HOW MUCH DISK SPACE REMAINS

As you enter Confidential Morbidity Report information into AVSS, the space that is available decreases. It is important to monitor the space that is available so that you will know when to have your database expanded or when to delete old records to make space available.

SYSTEM OPTION > **[S]** **[Enter]** YSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[H]** **[Enter]** OW MUCH DISK SPACE REMAINS

MSM - Disk Space/Free Space Utility

Vol	Maps	Tot Blks	Free Spc	%-Free	Host File Name
0	240	122880	26267	21.38	c:/avss/database.msm

Note: AVSS will give you a warning message when you log-on if you have only a small amount of space remaining (less than 2%-Free, depending on the size of AVSS on your computer). Contact your System Manager if you notice the "Free Spc" to be less than 2% Free.

SYSTEM MAINTENANCE OPTION >

OPERATING SYSTEM INTEGRITY CHECKER

Your AVSS system runs a daily integrity check or "validation" of all the files and programs. This routine is run automatically but occasionally at the request of the System Manager, this Integrity Checker may be run through the menu. If you have received the message DATABASE ERROR DETECTED and have notified your System Manager to fix the error, this routine is usually run after the error has been fixed to make sure that AVSS has no further errors.

SYSTEM OPTION > **[S]** **[Enter]** SYSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[O]** **[Enter]** OPERATING SYSTEM INTEGRITY CHECKER

MSM - Database Integrity Utility

Enter UCI to validate <ALL>: **[Enter]**

Enable TRACE <N> **[N]** **[Enter]**

Enter output device <xx>: **[51]** **[Enter]**

File Name >: **[VALIDATE.LOG]** **[Enter]**

File exists. Do you want to overwrite it? <NO> **[Y]** **[Enter]**

Validating Routines from [MGR,AVS]

Validating Globals from [MGR,AVSS]

The globals in AVSS will be displayed.

Done

Exit

AVSS DATA BASE INTEGRITY CHECKER

AVSS maintains and updates its' files when you enter, edit, or delete any Confidential Morbidity Report record. Occasionally, power outages, hardware or computer failures, or program errors can cause the data base to become corrupted. The AVSS Database Integrity Checker will report any errors it finds and whenever possible, correct these errors. This program can take several hours to complete and may slow your computer down, so it is best to run at times when there is very little activity taking place.

SYSTEM OPTION > **[S]** [Enter] SYSTEM MAINTENANCE OPTION
SYSTEM MAINTENANCE OPTION > **[A]** [Enter] VSS DATA BASE INTEGRITY CHECKER

Note: If the AVSS DATA BASE INTEGRITY CHECKER had been previously interrupted, you will be allowed to start this procedure at the exact place it was interrupted by entering a 'Y' or you may start at the beginning by entering an 'N'.

INTEGRITY CHECKER INTERRUPTED. DO YOU WISH TO RESTART <Y> **[N]** [Enter]
FOR WHICH SITE <*> **[42]** [Enter]
FOR WHICH FORMS <*> [Enter]
(E) ERRORS ONLY, (A) ALL ERRORS AND WARNINGS, OR (N) NO REPORTING <E> [Enter]
RUN IN BACKGROUND <N> **[Y]** [Enter]
SOC. SAVE OUTPUT CODE <IC010195> [Enter]

Note: The default name of the Output Code changes depending on the date that the AVSS Data Base Integrity Checker was run (e.g. .IC010195 would be the name for the Output Code for January 1, 1995). You may also name the Output Code and Description anything you wish.

DESCRIPTION <INTEGRITY CHECK FOR 01/01/95 > [Enter]
DELAY UNTIL <NOW> [Enter]
INTEGRITY CHECKER RUNNING IN BACKGROUND.
EXIT

LIST OVERRIDE PROCESSING

AVSS maintains "lists" of choices for many fields such as zip codes, states in the U.S., countries, and reporters in each county. When you enter data for a field and the information you have entered does not match any entry on a list, AVSS will ask ARE YOU SURE?. If you enter a "Y", AVSS will accept your data and store the "override". The System Manager can review this information later to see if there is any new data that should be added to any list in AVSS.

PRINT VERIFICATION TABLE

SYSTEM OPTION > **[S]** [Enter] YSTEM MAINTENANCE OPTION
 SYSTEM MAINTENANCE OPTION > **[L]** [Enter] IST OVERRIDE PROCESSING
 PRINT OR SCRATCH VERIFICATION TABLE <P> **[Enter]**
 ENTER FORM CODE <*> **[CMR]** [Enter]
 ENTER FIELD NAME <*> **[Enter]**
 OUTPUT DEVICE <T> **[Enter]**

Note: Enter a 'P' as the output device if you would like your listing to print on your printer.

FORM: CMR CONFIDENTIAL MORBIDITY REPORT
FIELD: WORK - PATIENT'S OCCUPATION
SITE: 42
INDEX: 49542000006 BY: RODRIGUEZ,ANGELA,CMR CLERK ON 1/4/95
VALUE: PET HANDLER
FIELD: ZIP - PATIENT'S RESIDENCE ZIP CODE
SITE: 42
INDEX: 49542000009 BY: RODRIGUEZ,ANGELA,CMR CLERK ON 1/6/95
VALUE: 93104

HIT RETURN TO CONTINUE, 'Q' OR 'AQ' TO QUIT > **[Q]** [Enter]

SYSTEM MAINTENANCE OPTION >

SCRATCH VERIFICATION TABLE

SYSTEM OPTION > **[S]** [Enter] YSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[L]** [Enter] IST OVERRIDE PROCESSING

PRINT OR SCRATCH VERIFICATION TABLE <P> **[S]** [Enter]

ENTER FORM CODE <*> **[CMR]** [Enter]

ENTER FIELD NAME <*> [Enter]

FORM: CMR CONFIDENTIAL MORBIDITY REPORT

FIELD: WORK- PATIENT'S OCCUPATION

SITE: 42

INDEX: 49542000006 BY: RODRIGUEZ,ANGELA,CMR CLERK ON 1/4/95

VALUE: PET HANDLER SCRATCH <N> **[Y]** [Enter] SCRATCHED

FIELD: ZIP- PATIENT'S RESIDENCE ZIP CODE

SITE: 42

INDEX: 49542000009 BY: RODRIGUEZ,ANGELA,CMR CLERK ON 1/6/95

VALUE: 93104 SCRATCH <N> **[Enter]** KEPT

HIT RETURN TO CONTINUE, 'Q' OR '^Q' TO QUIT > **[Q]** [Enter]

SYSTEM MAINTENANCE OPTION >

ID FILE

A designated System Manager controls user access to AVSS at your site. Each user ID must first be admitted to AVSS. Any individual may then be deactivated, reactivated, or edited as needed. Listings of all users, active and inactive, may also be printed or you may print a list of when each user last logged onto AVSS.

ADD A USER

SYSTEM OPTION > **[S]** [Enter] SYSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[ID]** [Enter] FILE

ID FILE FUNCTION > **[^L]** [Enter]

ENTER 'A' TO ADMIT A PERSON,
'E' TO EDIT A PERSON,
'D' TO DEACTIVATE A PERSON
'R' TO REACTIVATE A PERSON
'L' TO LIST ID FILE ENTRIES,
'U' FOR USER LIST BY LAST LOGIN.

ID FILE FUNCTION > **[A]** [Enter]

NAME (LAST,FIRST MIDDLE,TITLE) > **[RODRIGUEZ,ANGELA,CMR CLERK]** [Enter]

PERSON NOT FOUND

NAME (LAST,FIRST MIDDLE,TITLE) > **[RODRIGUEZ,ANGELA,CMR CLERK]** [Enter]

Note: AVSS is confirming for you that there is no other user being admitted by that name. If there had been a user with the same or similar name, that user would have been displayed and you would choose to continue or not.

CLASSIFICATION > **[^L]** [Enter]

1: SYSTEM MANAGER
100 : SITE SYSTEM MANAGER
200 : COUNTY SYSTEM MANAGER
300 : HOSPITAL SYSTEM MANAGER
400 : REMOTE HOSPITAL MANAGER
500 : COUNTY DATA ENTRY
600 : HOSPITAL DATA ENTRY
700 : REMOTE HOSPITAL DATA ENTRY
800 : ANALYST
900 : RESERVED FOR FUTURE USE

CLASSIFICATION > **[500]** [Enter]

Note: See the CLASSIFICATION/SECURITY OPTION TABLES for a breakdown of the access provided each classification.

LOG-IN PASSWORD > **[DISEASE]** [Enter]

ACKNOWLEDGEMENT NAME > **[ANGELA]** [Enter]

Note: The acknowledgement name is the name that AVSS greets you with when you first sign-on.

CONTACT PHONE NUMBER > [805-555-2222] [Enter]

Note: Enter the phone number where you can normally be reached at work.

ALL COUNTYS <N> [Enter]

CNTY. COUNTY > [42] [Enter] = SANTA BARBARA

ALL HOSPITALS <N> [Y] [Enter][Enter]

DISPLAY HELP > [Enter]

DISPLAY LISTS > [Enter]

Note: Displaying HELP and LISTS can be beneficial as a training aid. If you choose YES to these options, all help text and lists within AVSS will be displayed at appropriate prompts without using F1 for HELP or F3 for LISTS.

LAST,FIRST MIDDLE,TITLE > RODRIGUEZ,ANGELA,CMR CLERK

CLASSIFICATION > 500

PASSWORD > DISEASE

ACKNOWLEDGEMENT NAME > ANGELA

PHONE > 805-555-2222

INDEX > CNTY-42|HOSP-*

DISPLAY HELP >

DISPLAY LISTS >

OK? (Y/N) > [Y] [Enter]

SETTING UP ID FILE ENTRY ...

ID FILE FUNCTION >

EDIT A USER

SYSTEM OPTION > [S] [Enter] SYSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > [ID] [Enter] FILE

ID FILE FUNCTION > [E] [Enter] DIT

NAME (LAST,FIRST) > [MOFF] [Enter]

ID#A/D	LAST,FIRST,TITLE	ACKNOWLEDGE	CLASSIFICATION	SITE
7 A	MOFFAT,THOMAS,COUNTY CLERK	TOM	COUNTY DATA ENTRY	CNTY-42 HOSP-*

IS THIS THE PERSON? <?> [Enter]

NAME (LAST,FIRST MIDDLE,TITLE) <MOFFAT,THOMAS,COUNTY CLERK> [Enter]

CLASSIFICATION > <500> [Enter]

PASSWORD > <3769281114> [Enter]

ACKNOWLEDGEMENT NAME > <TOM> [Enter]

PHONE > <213-555-2321> [805-555-1200X1736] [Enter]

```

ALL COUNTYS <N> [Enter]
CNTY. COUNTY > [42] [Enter] = SANTA BARBARA
ALL HOSPITALS <N> [Y] [Enter]
DISPLAY HELP > [Enter]
DISPLAY LISTS > [Enter]

LAST,FIRST MIDDLE,TITLE > MOFFAT,THOMAS,COUNTY CLERK
CLASSIFICATION > 500
PASSWORD > 3769281114
ACKNOWLEDGEMENT NAME > TOM
PHONE > 805-555-1200X1736
INDEX > CNTY-19|HOSP-*
DISPLAY HELP >
DISPLAY LISTS >
OK? (Y/N) > [Y] [Enter]
SETTING UP ID FILE ENTRY ...

ID FILE FUNCTION >
    
```

DEACTIVATE A USER

```

SYSTEM OPTION > [S] [Enter] SYSTEM MAINTENANCE OPTION
SYSTEM MAINTENANCE OPTION > [ID] [Enter] FILE
ID FILE FUNCTION > [D] [Enter] DEACTIVATE
NAME (LAST,FIRST) > [LAM] [Enter]

ID# A/D LAST,FIRST,TITLE ACKNOWLEDGE CLASSIFICATION SITE
-----
3 A LAMOREAUX,BELINDA,CMR SUPV LINDA COUNTY SYSTEM MANAGER CNTY-42|HOSP-*
IS THIS THE PERSON? <Y> [Enter]
LAMOREAUX,BELINDA,CMR SUPV OK TO DEACTIVATE <N> [Y] [Enter] DEACTIVATED.
ID FILE FUNCTION >
    
```

REACTIVATE A USER

```

SYSTEM OPTION > [S] [Enter] SYSTEM MAINTENANCE OPTION
SYSTEM MAINTENANCE OPTION > [ID] [Enter] FILE
ID FILE FUNCTION > [R] [Enter] REACTIVATE
NAME (LAST,FIRST) > [WAL] [Enter]

ID# A/D LAST,FIRST,TITLE ACKNOWLEDGE CLASSIFICATION SITE
-----
5 A WALTERS,RUFUS,CMR CLERK RUFUS COUNTY DATA ENTRY CNTY-42|HOSP-*
IS THIS THE PERSON? <Y> [Enter]
WALTERS,RUFUS,CMR CLERK OK TO REACTIVATE <N> [Y] [Enter] REACTIVATED.
ID FILE FUNCTION >
    
```

LIST USERS

SYSTEM OPTION > **[S]** **[Enter]** YSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[ID]** **[Enter]** FILE

ID FILE FUNCTION > **[L]** **[Enter]** IST

LIST ACTIVE USERS ONLY <Y> **[N]** **[Enter]**

ID#	A/D	LAST, FIRST, TITLE	ACKNOWLEDGE	CLASSIFICATION	SITE
7	A	MOFFAT, THOMAS, COUNTY CLERK	TOM	COUNTY DATA ENTRY	CNTY-42 HOSP-*
6	D	DORFMAN, RENEE, MANAGER	RENEE	SITE SYSTEM MANAGER	CNTY-* HOSP-*
8	A	FINCH, ROBIN, BIRTH CLERK	ROBIN	HOSPITAL DATA ENTRY	CNTY-42HOSP-*
9	A	RODRIGUEZ, ANGELA, CMR CLERK	ANGELA	COUNTY DATA ENTRY	CNTY-42 HOSP-*
3	D	LAMOREAUX, BELINDA, CMR SUPV	LINDA	COUNTY SYSTEM MANAGER	CNTY-42 HOSP-*
1	A	SANDIEGO, CARMEN	CARMEN	SITE SYSTEM MANAGER	CNTY-* HOSP-*
4	A	WILSON, DENNIS, SYS MGR	DENNIS	SITE SYSTEM MANAGER	CNTY-* HOSP-*
5	A	WALTERS, RUFUS, CMR CLERK	RUFUS	COUNTY DATA ENTRY	CNTY-42 HOSP-*

ID FILE FUNCTION >

LIST USERS' LAST LOGIN

SYSTEM OPTION > **[S]** **[Enter]** YSTEM MAINTENANCE OPTION

SYSTEM MAINTENANCE OPTION > **[ID]** **[Enter]** FILE

ID FILE FUNCTION > **[U]** **[Enter]** SER LAST LOGIN LIST

DATE	TIME	NAME
01/10/95	03:52 PM	RODRIGUEZ, ANGELA, CMR CLERK
01/07/95	05:22 PM	MOFFAT, THOMAS, COUNTY CLERK
01/06/95	12:23 PM	FINCH, ROBIN, BIRTH CLERK
01/03/95	01:36 PM	SANDIEGO, CARMEN
12/11/94	08:01 AM	WILSON, DENNIS, SYS MGR
12/10/94	09:10 AM	DORFMAN, RENEE, MANAGER
12/08/94	03:02 PM	WALTERS, RUFUS, CMR CLERK
01/14/94	08:52 AM	LAMOREAUX, BELINDA, CMR SUPV

ID FILE FUNCTION >

CLASSIFICATION/SECURITY OPTION TABLES

Classification types:

- 100 SITE SYSTEM MANAGER
- 200 COUNTY SYSTEM MANAGER
- 300 HOSPITAL SYSTEM MANAGER
- 400 REMOTE HOSPITAL MANAGER
- 500 COUNTY DATA ENTRY
- 600 HOSPITAL DATA ENTRY
- 700 REMOTE HOSPITAL DATA ENTRY
- 800 ANALYST
- 900 RESERVED FOR FUTURE USE

CONFIDENTIAL MORBIDITY REPORT OPTION

Classification

MENU OPTION:	100	200	300	400	500	600	700	800	900
REGISTER CONFIDENTIAL MORBIDITY REPORT	✓	✓			✓				
DISPLAY CONFIDENTIAL MORBIDITY REPORT	✓	✓			✓				
EDIT CONFIDENTIAL MORBIDITY REPORT	✓	✓			✓				
ALPHA LIST OF CONFIDENTIAL MORBIDITY REPORTS	✓	✓			✓				
COMPLETE INCOMPLETE CONFIDENTIAL MORBIDITY	✓	✓			✓				
INCOMPLETE CMR REPORT	✓	✓			✓				
FILING VARIABLE LIST	✓	✓			✓				
VARIABLE DISPLAY	✓	✓			✓				
INDEX LIST DISPLAY	✓	✓			✓				
NON-CONFIDENTIAL DISPLAY	✓	✓			✓			✓	
VALIDATION DISPLAY	✓	✓			✓				
INDIVIDUAL INQUIRY	✓	✓			✓				
USER REPORT	✓	✓							
USER REPORT BY ACTIVITY INDEX	✓	✓							
USER SUMMARY	✓	✓							
SCRATCH CONFIDENTIAL MORBIDITY REPORT	✓	✓							
MODIFY USER LISTS	✓	✓			✓				
MISSING FILE NUMBER REPORT	✓	✓			✓				
SUMMARY DATA ENTRY	✓	✓			✓				
VERY OLD WEEKLY MORBIDITY REPORT	✓	✓			✓				
OLD WEEKLY MORBIDITY REPORT	✓	✓			✓				
WEEKLY MORBIDITY REPORT	✓	✓			✓				

MAILBOX

Classification

MENU OPTION:	100	200	300	400	500	600	700	800	900
SEND MAIL	✓	✓	✓	✓	✓	✓	✓	✓	✓
PRINT MAIL	✓	✓	✓	✓	✓	✓	✓	✓	✓
DELETE MAIL	✓	✓	✓	✓	✓	✓	✓	✓	✓
REPORT STATUS OF SENT MAIL	✓	✓	✓	✓	✓	✓	✓	✓	✓

CLASSIFICATION/SECURITY OPTION TABLES (continued)

Classification types:

- 100 SITE SYSTEM MANAGER
- 200 COUNTY SYSTEM MANAGER
- 300 HOSPITAL SYSTEM MANAGER
- 400 REMOTE HOSPITAL MANAGER
- 500 COUNTY DATA ENTRY
- 600 HOSPITAL DATA ENTRY
- 700 REMOTE HOSPITAL DATA ENTRY
- 800 ANALYST
- 900 RESERVED FOR FUTURE USE

YOUR PASSWORD

Classification

MENU OPTION:	100	200	300	400	500	600	700	800	900
CHANGE YOUR PASSWORD	✓	✓	✓	✓	✓	✓	✓	✓	

REPORT GENERATOR OPTION

Classification

MENU OPTION:	100	200	300	400	500	600	700	800	900
QUERY DATABASE	✓	✓	✓	✓	✓	✓	✓	✓	
GENERATE REPORT	✓	✓	✓	✓	✓	✓	✓	✓	
OUTPUT SAVED REPORT	✓	✓	✓	✓	✓	✓	✓	✓	
LIST SAVED REPORTS	✓	✓	✓	✓	✓	✓	✓	✓	
DELETE SAVED REPORTS	✓	✓	✓	✓	✓	✓	✓	✓	

SYSTEM MAINTENANCE OPTION

Classification

MENU OPTION:	100	200	300	400	500	600	700	800	900
SYSTEM STATUS	✓	✓	✓	✓	✓	✓	✓		
JOB KILL	✓	✓	✓		✓	✓			
SHUTDOWN AVSS	✓	✓	✓		✓	✓			
INITIALIZE MODEM	✓	✓	✓	✓	✓	✓	✓		
HOW MUCH DISK SPACE REMAINS	✓	✓	✓	✓	✓	✓	✓		
OPERATING SYSTEM INTEGRITY CHECKER	✓	✓	✓		✓	✓			
AVSS DATA BASE INTEGRITY CHECKER	✓	✓	✓		✓	✓			
LIST OVERRIDE PROCESSING	✓	✓	✓	✓	✓	✓	✓		
ID FILE	✓	✓	✓	✓			✓		