



**TEXAS**  
Health and Human  
Services

**Texas Department of State  
Health Services**

**Tuberculosis and Hansen's Disease Unit  
NEDSS Tuberculosis (TB) Training Course  
for  
Public Health Regions and Local Health  
Departments (R/LHDs)**

**February 2024**

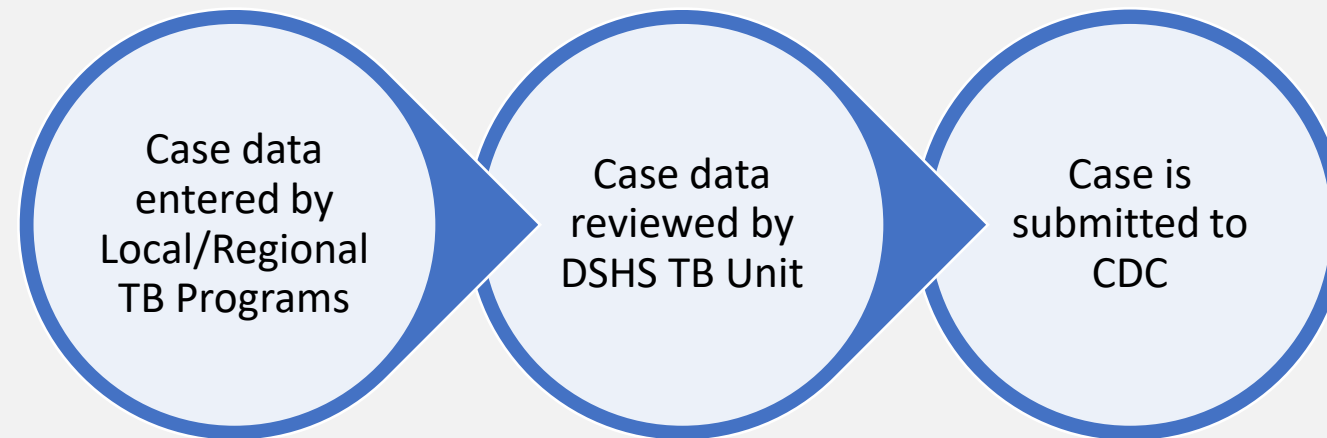
**Course Number 5:**  
***Addressing Notifications***

**After completing this course, you should be able to:**

- Submit notifications to DSHS TB Unit; and
- Understand how to manage and address rejected notifications in the Rejected Notifications Queue.

# Notifications Overview

NEDSS uses notifications to report TB cases to the Centers for Disease Control and Prevention (CDC). At the local and regional levels, submitted notifications alert the DSHS TB Unit's surveillance team of a case that is ready for review.



# Submitting Initial Notifications in NEDSS

# Submitting Initial Notifications

View Investigation: Tuberculosis (2020 RVCT)

User : kathryn yoo



[Return to File: Summary](#)

Manage Associations **Create Notifications** Transfer Ownership

Edit Print

Winter Olympics   Male   02/13/1988 (35 Years)			Patient ID: 24388039
Investigation ID: CAS483805448TX01	Created: 12/20/2023	By: kathryn yoo	
Investigation Status: Open	Last Updated: 12/31/2023	By: kathryn yoo	
Investiga	Notification Status:		Indicates a Required Field

When the investigation is ready to be reported to the TB Unit, select the **Create Notifications** button from the View Investigation page.

Note, prior to creating a notification, the **Notification Status** is Blank

# Create Notification

A Notification Comments box will appear. Enter jurisdiction name and indicate the case is ready for Quality Assurance (QA) and a State Case Number (SCN). This comment will be reviewed by the TB Unit surveillance case consultant.

The comment should include:

- ❖ The user's R/LHD jurisdiction
- ❖ Add the comment: *'ready for QA and SCN'*

Click Submit.

The screenshot displays the 'Create Notification' interface in a web browser. At the top, there are navigation links for 'Manage Associations', 'Create Notifications', and 'Transfer Ownership'. A green message bar states: 'A Notification has been created for this Investigation.' Below this, a patient summary is shown: 'Winter Olympics | Male | 02/13/1988 (35 Years)'. A table provides details: Investigation ID: CAS483805448TX01, Created: 12/20/2023, Investigation Status: Open, Last Updated: 12/31/2023, Investigator: (blank), and Case Status: Confirmed. A horizontal menu includes tabs for Patient, Case Info, TB History, Tuberculosis, TB Disease Only, MDR TB, LTBI Only, Comprehensive TB Treatment Details, Contact Investigation, and Co. The 'Patient Information' section is expanded, showing sub-sections for General Information, Name Information, and Other Personal Details. A modal window titled 'Create Notification: Notification Comments' is open, containing a text area with the comment 'Austin, ready for QA and SCN' and 'Submit' and 'Cancel' buttons. Red arrows point from the text in the yellow box to the 'Name Information' section, the comment text area, and the 'Submit' button.



# Create Notification: Missing Data

NEDSS conducts a check to make sure all required fields (marked with an asterisk) are completed. If a field is blank, the system will alert the user of the missing data field.

The Edit button can be used to open the investigation and update the missing information. The notification can then be resubmitted.

NBS: Create Notification - Work - Microsoft Edge

Not secure | dshs4wvnsapps2.dshsratl.state.tx.us:7001/nbs/PageAction.do?method=createNotification

**Create Notification: Missing Data**

Edit Cancel

**Create Notification**

A notification cannot be created because data is missing for the following field(s):

- ERROR

Edit Cancel

# Notification Successfully Created

View Investigation: Tuberculosis (2020 RVCT)

User : kathryn yoo



[Return to File: Summary](#)

Manage Associations   Create Notifications   Transfer Ownership

Edit   Print

A Notification has been created for this Investigation.

Winter Olympics | Male | 02/13/1988 (35 Years)

Patient ID: 24388039

Investigation ID: CAS483805448TX01

Created: 12/20/2023

By: kathryn yoo

Investigation S

By: kathryn yoo

Investigator:

Notification Status: PENDING

\* Indicates a Required Field

A banner will appear informing the user that the notification has been successfully created and the **Notification Status** will update to *PENDING*

The notification will be sent to the TB Unit's surveillance case consultant to review and, if ready, assign a state case number. These notifications will appear in the **Approval Queue for Initial Notifications**, which is only visible to the TB Unit.

# Tracking Notification Comments

[Return to Rejected Notifications Queue](#)

Manage Associations   Create Notifications   Transfer Ownership   Edit   Print

**Calgary Olympics | Female | 01/01/1988 (36 Years)**      **Patient ID: 24384189**

Investigation ID: CAS483806035TX01	Created: 12/29/2023	By: kathryn yoo
Investigation Status: Open	Last Updated: 12/29/2023	By: kathryn yoo
Investigator:	Case Status: Confirmed	Notification Status: REJECTED

\* Indicates a Required Field

Patient   Case Info   TB History   Tuberculosis   TB Disease Only   MDR TB   LTBI Only   Comprehensive TB Treatment Details   Contact Investigation   Contact Records   Supplemental Info

Go to: [Associations](#) | [Notes and Attachments](#) | [History](#)

[Collapse Sections](#)

⊕ **Associations** [Back to top](#)

⊕ **Notes And Attachments** [Back to top](#)

▣ **History** [Back to top](#)

[Collapse Subsections](#)

⊕ Investigation History

▣ Notification History

Status Change Date	Date Sent	Jurisdiction	Case Status	Status	Type	
01/03/2024		Austin HHS Division (City of )	Confirmed	REJECTED	NND Individual Case Notification	CDC
Comments: CXR and chest CT needed						
12/29/2023		Austin HHS Division (City of )	Confirmed	PEND_APPR	NND Individual Case Notification	CDC
Comments: Austin, ready QA and SCN						

[Previous](#)   [Next](#)

The **Notification History**, including all comments, can be viewed in the Supplemental Info Tab

# Once Users Submit the Notification, One of Two Situations Occur



1) The case will be **approved** by the TB Unit surveillance case consultant and submitted to CDC.



2) The case will be **rejected**, the user will be notified of the reason and will need to re-submit the notification.

# Notification Status

Open Investigations Queue

User : kathryn yoo

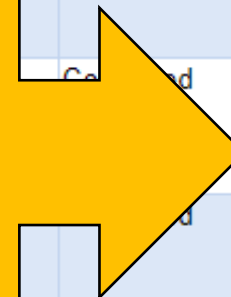


Print Export

Results 1 to 11 of 11

Assign							Remove All Filters/Sorts	
<input type="checkbox"/>	Start Date	Investigator	Jurisdiction	Patient	Condition	Case Status	Notification	Investigation ID
<input type="checkbox"/>	12/18/2023		Austin HHS Division (City of )	<a href="#">Black, Bell</a> Patient ID: 24387911 Male 12/18/2000	<a href="#">Tuberculosis (2020 RVCT)</a>	Confirmed	Approved	CAS483805394TX01
<input type="checkbox"/>	10/10/2023		Austin HHS Division (City of )	<a href="#">Knife, Jack</a> Patient ID: Male 01/09/1960		Confirmed	Approved	CAS483805341TX01
<input type="checkbox"/>	11/03/2023		Corpus Christi-Nueces CO PH Dist	<a href="#">Mouse, Mic</a> Patient ID: Male 08/15/1990		Confirmed	Approved	CAS483803010TX01
<input type="checkbox"/>	12/28/2023		Austin HHS Division (City of )	<a href="#">Olympics, J</a> Patient ID: Male 07/25/1992		Pending	Pending	CAS483806023TX01
<input type="checkbox"/>	12/29/2023		Austin HHS Division (City of )	<a href="#">Olympics, J</a> Patient ID: Female 01/01/1988 (36 years)		Confirmed	Rejected	CAS483806035TX01

As noted in Course #3, the Notification status in the Open Investigation Queue is designed to inform the jurisdiction of the status of the case notification: *Approved, Rejected or Pending*



# Rejected Notifications Queue

# Rejected Notifications Queue

If a notification is Rejected, it will be routed to the Rejected Notifications Queue.

Rejected Notifications will require the R/LHD user to address the reason for rejection and resubmit the notification.

## My Queues

### Default Queues

- Open Investigations (701)
- Rejected Notifications Queue (1)
- Documents Requiring Review (15)

Click on the Rejected Notifications Queue.

Home

Release

Patient

DOB:

Current Sex:

### Search Identifiers

Event ID Type:

Patient ID(s):

*(Separate IDs by commas, semicolons, or spaces)*

Search

Clear

Advanced Search

# Rejected Notifications Queue: Reason for Rejection

Rejected Notifications Queue

User : kathryn yoo



Print Export

Results 1 to 1 of 1

Remove All Filters/Sorts

Submit Date	Submitted By	Recipient	Type	Patient	Condition	Status	Rejected By	Comments
12/29/2023	kathryn yoo	CDC	NND Individual Case Notification	<a href="#">Olympics, Calgary</a>	<a href="#">Tuberculosis (2020 RVCT)</a>	Confirmed	kathryn yoo	CXR and chest CT needed

Results 1 to 1 of 1

The reason for rejection will be provided in the Comments field.

Click on the hyperlinked **Condition** to update the investigation, then resubmit the notification.



**How Often Should Health  
Departments Monitor the  
Rejected Notifications Queue?**

# Frequency of Monitoring this Queue

R/LHDs should monitor this queue DAILY for:

- Status of cases submitted to the TB Unit
- Users must respond to a rejected notification before the state case number can be assigned



# Demo

<https://vimeo.com/901264825/96d6928e80?share=copy>



**TEXAS**  
Health and Human  
Services

Texas Department of State  
Health Services

# Course Number 5 Demonstration: *Addressing Notifications*

NIHSS Tuberculosis (TB) Training Course for  
Public Health Regions and Local Health Departments (R/LHDs)  
Texas Department of State Health Services

**Questions?**

# Course Assessment Link

Click or copy this URL for the assessment questions (users must score 100%):

<https://forms.office.com/r/sjYsrbC7SZ>

**End of NEDSS TB Training,  
Course #5**