Workflows described in this document are applicable to: STD surveillance staff

Workflow Category: STD Initial Assignment

Workflow Name	Description	Workflow Assignment Type	Responsible Party	Qualifying Criteria	Exit Criteria	Question Package
Field Follow-Up to be Assigned	A field record or interview only record needs to be initiated for this case.	Jurisdiction	FLS or STD Surveillance (depending on jurisdiction)	Lab came into system triggering initial status of field follow-up	Field record or interview only must be assigned for the question, "Is this a field record or interview only?" in the Case Assignment/Field Record Information section	Case Assignment/Field Record

Workflow Category: STD Surveillance Activities

Workflow Name	Description	Workflow Assignment Type	Responsible Party	Qualifying Criteria	Exit Criteria	Question Package
CT/GC Morb Missing Fields	When morbidity for CT/GC is generated from lab import and fields are missing that are required for reporting	Jurisdiction	STD Surveillance	Any CT/GC labs (which creat morbidity) with missing reporting required fields will be placed in this workflow	Once the required morbidity fields are entered, these events will be removed from the workflow	Morbidity
Open STD Surveillance Followup	Case assignments for STD Surveillance Desk	Jurisdiction	STD Surveillance	Any open surveillance follow-up will appear in this workflow	Once "Assignment Outcome" is populated, this event will be removed from the workflow	Case Assignment/Field Record

Workflow Name: The name of the query that describes the condition of the event. Each workflow name is a clickable link that will open a new screen that lists event(s) in that queue.

Description: Explanation of the condition of the event that caused it to be placed in this workflow

Workflow Assignment Type: Workflows are assigned and appear in a workflow queue either on an individual basis (user-based) or for multiple users who hold the same role (responsible party) and work within the same jurisdiction (jurisdiction-

Responsible Party: The role/job function of the user who is responsible for handling the workflow

Qualifying Criteria: The conditions that trigger an event to enter the workflow

Exit Criteria: The action(s) that must be taken on the part of the THISIS user to complete the task and have it removed from the workflow queue

Question Package: The Question Package (found in the Dashboard of an event) where the workflow is located