How To Submit Online Morbidity Reports for COVID-19

Updated April 20, 2020
COVID-19 Emergency Rule: Effective March 30, 2020

On March 9, 2020 the Oregon Health Authority (OHA), Public Health Division, adopted temporary rule OAR 333-018-0900, in which it required healthcare providers, licensed laboratories and healthcare facilities to report COVID-19 cases; and laboratories additionally to report negative results of COVID-19 testing. Unless a permanent rule is adopted, this temporary rule is effective through September 4, 2020.

On March 30, the OHA Public Health Division amended this rule to require, in addition to the above, the reporting, within 24 hours, of individuals with COVID-19 who are hospitalized and of deaths from COVID-19.

Use the Confidential Online Morbidity Report to do the following:

• Request testing at OSPHL
• Report test results to OHA
• Report hospitalization of a COVID-19 case
• Report death of a COVID-19 case
How and Where to Report

Reports on Oregon and Out-of-state Residents

Confidential Oregon Morbidity Report

Electronic Case reporters are encouraged to use our secure, web-based confidential reporting system. Case reports are automatically routed to the appropriate local health department, provided the patient's resident address is correctly submitted.

Online Morbidity Report

Our reporting form is also available as a fillable PDF form if you prefer to traditionally report to your Local Public Health Authority.

Questions? When in doubt, feel free to contact us by telephone or FAX:

Phone: 971-673-1111
Fax: 971-673-1100

Note: HIPAA requires physicians and covered entities to keep an accounting of disclosures of protected health information, including to public health authorities.
Step 1: About the patient

Note the required fields.

These are essential for identifying patients and assigning them to their county of residence.
Step 2: Pick the disease

This will take you to disease-specific modules.
Step 3: Pick your COVID-19 module

You can request testing at OSPHL and report a positive test, hospitalization of a case, or death of a case. Sections in this guide are color-coded by module.
Slides 8–13 are for requesting testing.
Use this to request testing for COVID-19 at OSPHL.

Please answer ALL questions.
Answering “Yes” to some questions will prompt additional information.

<table>
<thead>
<tr>
<th>COVID-19 clinical questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please answer ALL questions</td>
</tr>
<tr>
<td>Is the patient a tribal member?</td>
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<tr>
<td>Has the patient been admitted to the hospital for suspected COVID-19?</td>
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<tr>
<td>Did the patient die from suspected COVID-19?</td>
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<tr>
<td>Evidence of viral lower respiratory infection?</td>
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<tr>
<td>Is this patient a close contact of a known case?</td>
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<tr>
<td>Does the patient work or live in a congregate setting? (e.g., LTCF, correctional facility, shelter)</td>
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<tr>
<td>Enter tribal affiliation here...</td>
</tr>
<tr>
<td>Enter facility name here...</td>
</tr>
<tr>
<td>Admit Date</td>
</tr>
<tr>
<td>Date of Death</td>
</tr>
</tbody>
</table>

Continue ➤
Depending on your answers, you will get one of two messages.

If testing is **recommended** at OSPHL, proceed to submit specimens and the test request form.

If testing is **not** recommended at OSPHL, you are encouraged to seek testing at another lab. You do **not** need OHA approval to test at a lab other than OSPHL.
If testing **is** recommended at OSPHL, proceed to submit specimens and the test request form.

The box for “clinical or only suspect at this time” will already be checked.

You will not receive any further guidance or confirmation from OHA.

Final page: About the submitter

Note the required fields. This is essential in case public health needs to follow up.
Slides 14–16 are for reporting test results.

We expect to get all results automatically by Electronic Lab Report, but you can report results here, too, if you know there is an issue with us receiving automatic results.
If you are reporting a **positive** result, click the “Diagnosis is confirmed by lab results” button.

If you are reporting a **negative** result, pick that button.
Final page: About the submitter

Note the required fields. This is essential in case public health needs to follow up.
Notifying OHA of a hospitalized case

Slides 17–20 are for reporting hospitalization of a COVID-19 case.
Enter the date of hospitalization.

If the person lives or works in a congregate setting, indicate that.
Complete the additional information about the patient’s illness.

Note the required fields.
Final page: About the submitter

Note the required fields. This is essential in case public health needs to follow up.
Notifying OHA of a death

Slides 21–24 are for reporting death of a COVID-19 case.
Enter the date of death.

If the person lives or works in a congregate setting, indicate that.
Complete the additional information about the patient’s illness.

Note the required fields.

Notifying OHA of a death
Final page: About the submitter

Note the required fields. This is essential in case public health needs to follow up.