

Peri Hep B Case Manager 1.17.11

Search or Create a Case

These instructions explain how to search for a case and how to create a new case in the application. A search should be conducted prior to creating a new case to verify whether or not the case number or mother already exists in the database.

Search for a Case

- Log in to the Perinatal Hepatitis B application and click the Search > Case Search menu link.
- 2. Select the case type you want to search for and use the parameters to narrow the search, then click the **Search** button.

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Filler would you like	to search for?						
Specific Case 🔹 M	lother Case O Infant	Case	Contact Case				
🗈 h	Vother Case						
Case	Number		Mother First Name	Mother Last Name			
Ca	ne Number		Mother First Name	Mother Last Name			
Molte	er Date of Birth		Mother SSN				
Mo	ther Date of Birth		Mother SSN				

 The search results appear in the Search Results section at the bottom of the Search page. To view the case details, click the View Case icon (^(C)).

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Case Number	Date Created	Case Name	Case Type	Bate of Birth	Wese Gase
60	80/21/2816	Test Test	Multer		۲
62	02/24/2018	best heat	Miller		۲
41	10/02/2016	test mother \$1/1 test mother 11/1	Mother		۲
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Create a New Case

There are two ways to create a new case on the Case Search page. The first is to select *New Mother Case, New Infant Case,* or *New Contact Case* from the Create New Case menu located at the top of the page:

- 1. Log in to the Perinatal Hepatitis B application and click the **Create New Case** menu link.
- 2. Select the case type you want to create a case for from the Create New Case menu.



- Enter information in all the required fields (marked with asterisks) and click the Save Page icon (^(E)).
- To cancel without saving any changes, click the Cancel icon (X).

The second way to create a new case is to first search for a case using any of the search options on the Search page, then select the case type option in the Search Results section:

- Log in to the Perinatal Hepatitis B application and click the Search > Case Search menu link.
- 2. Select the case type option and enter the parameters, then click the **Search** button.
- 3. Select the case type option in the Search Results section to add a new mother, infant, or contact case if the case does not appear in the search results.
- 4. Click the green button that appears in the upper right-hand corner of the Search Results section to add a new mother, infant, or contact case.

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160	06/05/2015	Test Test	leftere,	06/36/2015	۲
128	10/17/2015	Date of brith heat hast	Infant	10/15/2015	۲
134A	01/01/2013	CERC 2014 Elect next	tribrit	06/09/2023	۲

- Enter information for all the required fields (marked with asterisks) and click the Save Page icon (
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- To cancel without saving any changes, click the Cancel icon (X).