

iPHIS QUICK REFERENCE

Outbreak Module: Unlinking and Linking Cases

On occasion, users must unlink a case from one outbreak and link it to another (e.g., unlink from a sporadic outbreak and link to a provincial outbreak). Note that the **Disease** for the case to be linked must be the same as the disease name for the new outbreak, in order for the linkage to work. Also, it is only possible to link a case to an outbreak for which your health unit is listed as a primary or secondary health unit under the **Outbreak Description** screen.

To unlink a case from an outbreak and link it to another, complete the following steps:

1. Search for the **Case ID** via **Outbreak > Case Search**.
2. Select **Unlink** on the **Case Search Results** screen.
3. iPHIS will display the message, “This will unlink the case from the outbreak. Do you wish to continue?” Select **OK**.

Case Search Results

Health Unit Responsible	Outbreak Number	Case ID	Reported Date	Case Name	Date of Birth	Case Classification	Case Disease	Case Disposition	Case Status	Primary Investigator		
MOHLTC - PHD (0)	0000-2014-010	1108033	2020-01-23	SQUASH, SAM	2000-01-01	PERSON UNDER INVESTIGATION	CORONAVIRUSES CAUSING SEVERE ACUTE RESPIRATORY ILLNESS	PENDING	OPEN	NEWMAN, LORI	Details	Unlink

[Search Again](#)

Message from webpage

This will unlink the Case from the Outbreak. Do you wish to continue?

[OK](#) [Cancel](#)

4. Navigate to **Outbreak > Outbreak Management**.
5. Search for the new outbreak by the **Outbreak Number**. Select the **Details** button corresponding to the appropriate outbreak.

Outbreak Search Results

Health Unit Responsible	Outbreak Number	Outbreak Name	Outbreak Classification	Disease	Reported Date	Onset Date	Outbreak Status	Investigator	
MOHLTC - PHD (0)	0000-2020-001	2019-NCOV - ONTARIO - 2020 01 30	SUSPECT	CORONAVIRUSES CAUSING SEVERE ACUTE RESPIRATORY ILLNESS			OPEN		Details

[Search Again](#) [New Description](#)

6. Select **Link Cases**.
7. Search for the case on the **Case Link Search** screen using the **Case ID**.
8. Select the **Link** checkbox for the case from the search results summary table.

Case Link Search

Query cases within specified date range & HA

Start Date End Date Health Unit Responsible MOHLTC - PHD (0)

Case Classification Case ID 1108033

Search For: Unlinked Linked Both

Search

Link	Last Name	First Name	Health Unit Responsible	Reported Date	Case Status	Case ID	Disease
<input checked="" type="checkbox"/>	SQUASH	SAM	MOHLTC - PHD (0)	2020-01-23	OPEN	1108033	CORONAVIRUSES CAUSING SEVERE ACUTE RESPIRATORY ILLNESS

Save **Link All** **Unlink All**

Reminder: iPHIS will not display the **Link** checkbox if the case’s classification is not available in the new outbreak. The **Case Classification** value of the case to be linked must also be available within the **Outbreak Description** of the new outbreak. In this situation, relink the case to the original outbreak and update the case classification. If users do not relink the case to an outbreak, it becomes an orphaned case and becomes inaccessible via **Outbreak > Case Search**.

9. Select **Save**. iPHIS will refresh the screen. The case has been successfully linked to the other outbreak if no errors display. Users can validate the linking process by searching for the case via **Outbreak > Case Search**.

Online resources available:

An e-learning module for [Linking and Unlinking cases](#) in iPHIS is available on Adobe Connect (until March 31, 2020).

Contact the Public Health Solutions Service Desk at 1-866-272-2794 or 416-327-3512 or email PublicHealthSolutions@ontario.ca for technical issues related to iPHIS.

Citation

Ontario Agency for Health Protection and Promotion (Public Health Ontario). Outbreak Module: Unlinking and Linking Cases. Toronto, ON: Queen's Printer for Ontario; 2020.

Disclaimer

This document was developed by Public Health Ontario (PHO). PHO provides scientific and technical advice to Ontario’s government, public health organizations and health care providers. PHO’s work is guided by the current best available evidence at the time of publication.

The application and use of this document is the responsibility of the user. PHO assumes no liability resulting from any such application or use.

This document may be reproduced without permission for non-commercial purposes only and provided that appropriate credit is given to PHO. No changes and/or modifications may be made to this document without express written permission from PHO.

