

How to Submit an eMedical Case for Status Adjuster Applicants with a TB Classification

This guide provides step-by-step instructions on how to submit an eMedical case for status adjuster applicants with a TB classification. It includes tips and alerts, as well as information on entering client details, creating a case, adding personal and contact information, completing the medical exam, recording TB screening results, and uploading necessary attachments. Following this guide will help ensure a smooth and efficient submission process.



Alert! Mistakes happen. Once you submit a health cases, changes cannot be made. Please be mindful when performing data entry.

1 Login to eMedical. Enter your credentials.

56.5.62:12-01b

2 Click "Using Client Details"

The screenshot shows the top navigation bar with a dropdown menu containing "eMedical Support" and "Contact us". Below the navigation bar, there are two radio button options: "Using Health Case Identifier" (which is selected) and "Using Client Details" (which is circled in orange). Below these options, there is a dropdown menu with "Select an Option" and a "Required" text input field.

3 Enter all applicant details (**ID #, Family Name, Given Name, Date of Birth, Applicant Category**).

The screenshot shows the "eMedical" logo and a navigation bar with "nic inbox", "Case search", "Administration", "eMedical Support", and "Contact us". The "Case search" section is active, showing a search bar and two radio button options: "Using Health Case Identifier" and "Using Client Details" (which is selected and circled in orange). Below the radio buttons, there is a "Using Client Details" section with a checkbox "Restrict Search to my Clinic's cases" and several input fields: "Identity document number" (Required), "Family name" (Required), "Given name(s)", "Date of birth" (with a calendar icon), and "Applicant category" (Select an Option). A link "Set as my default screen" is located below the input fields. The "Network news" section is visible at the bottom.



Tip! The **Identity Document Number** can be a passport number, driver's license, or other forms of identification that is presented by the applicant. An alien number or USCIS account number is not required.

4

Ensure all data is correct and **"Status Adjuster"** is selected for Applicant Category.

Administration | eMedical Support | Contact Us

Using Health Case Identifier Using Client Details

Restrict Search to my Clinic's cases

er

* 333344455

* TestStatusAdjusterFirst

TestStatusAdjusterLast

01 Jan 1988

* Status Adjuster

EMERGENCY MEDICAL UPDATE WITHOUT AN OUTAGE:

Refer to eMedical as per the schedule below:

1 November 2023 from 0500 hours to 0800 hours (Australian Eastern Daylight Time)

During this time, there will be a system outage, however, during this time, some users may experience system slowness and may need to login again to continue with their work. Therefore, please regularly save your work during this

5

Click **"Search"**

Identifier Using Client Details

My Clinic's cases

Reset Search

Daylight Time)

ness and may need to login again to continue with their work. Therefore, please regularly save your work during this period.



Alert! eMedical will search the system for the applicant before displaying the "create case" button. An error message is expected.

6

The error message is expected. Click **"Create case"**

eMedical

Security details My account Logout
Ms Eryn PULLIAM-CANNON
ARMS TX
English Français US English

Clinic inbox Case search Administration eMedical Support Contact us

Case search

An error has occurred
Your search returned no results. Change your search parameters and try again.

Search Using Health Case Identifier Using Client Details

Using Client Details

Restrict Search to my Clinic's cases

Identity document number * 333344455

Family name * TestStatusAdjusterFirst

Given name(s) TestStatusAdjusterLast

Date of birth 01 Jan 1988

Applicant category * Status Adjuster

Set as my default screen

Create case Reset Search

Network news

NOTIFICATION – EMEDICAL UPDATE WITHOUT AN OUTAGE:
An update will be deployed to eMedical as per the schedule below.

7 Enter the Applicant's personal details, Identity document details, and Other identifiers, if applicable.

Security details My account Logout
Ms Eryn PULLIAM-CANNON
ARMS TX
US English

Clinic inbox Case search Administration eMedical Support Contact us

Create case

Applicant personal details

Family name TestiStatusAdjusterFirst
Given name(s) TestiStatusAdjusterLast
Sex * Select an Option
Date of birth * 01 Jan 1988
Country of Birth * Select an Option
City of Birth
Prior Country of Residence * Select an Option
Country of Nationality * Select an Option

Identity document details

Identity document presented * Select an Option
Number/ID 333344455
Issuing country * Select an Option
Date of issue mm/dd/yyyy
Date of expiry mm/dd/yyyy

Applicant category

Applicant category Status Adjuster

Other identifiers

Band ID number
US Online Account Number
Number
Other identifier



Tip! Only fields marked with an asterisk are required. An alien number or USCIS account number is not required.

8

Click **"Create"**

The screenshot shows a web form with two date input fields at the top: "Date of issue" and "Date of expiry", both with a placeholder "mm/dd/yyyy" and a calendar icon. Below these are several horizontal bars representing other form fields. At the bottom right, there are two buttons: "Cancel" and "Create". The "Create" button is highlighted with an orange circle.



Alert! Save the Health Case P# below to reference the case when its in progress or after submission.

- 9 Notice " **Health Case: P #**" This is the **US Status Adjuster ID** which can be used to locate the health case when its in progress or after submission. Save this identifier for your reference.

The screenshot displays the eMedical system interface. At the top left is the eMedical logo. Below it is a navigation bar with links for "Clinic inbox", "Case search", "eMedical Support", and "Contact us". The main content area is divided into two columns. The left column, titled "Health Case: P003402692", contains a placeholder for a photo with the text "PHOTO CANNOT BE ATTACHED" and the applicant's name and date of birth: "TESTLASTNAME, TESTFIRSTNAME FEMALE, 02 Feb 2019". Below this is a list of actions: "Pre exam" (checked), "Health case details" (checked), "Manage Photo" (checked), "Confirm identity" (checked), "All Exams" (checked), and "All exams summary". The right column, titled "Pre exam: Health case details", contains a section for "Applicant personal details" with the following information: Family name (TESTLASTNAME), Given name(s) (TESTFIRSTNAME), Sex (FEMALE), Date of birth (02 Feb 2019), Country of birth (ANGOLA), City of birth (TEST), Prior Country of Residence (ANTARCTICA), and Country of Nationality (Select an Option). There is an "Update Bio-data" button. Below this is a section for "Applicant visa details" showing the Applicant Category as "Status Adjuster".

- i** Tip! You will need to add the applicants phone number and home address before you begin.

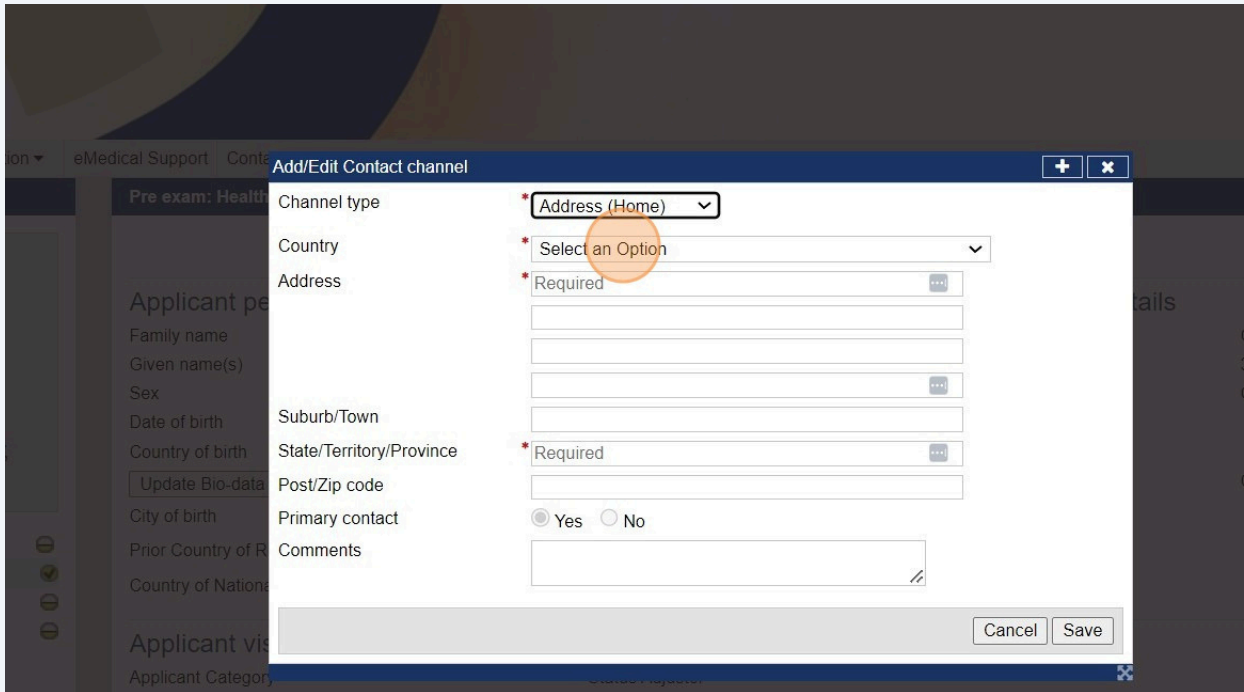
10 Click the **green plus sign** to add the applicant's phone /mobile number & home address.

The screenshot shows the 'Pre exam: Health case details' page. On the left, there is a sidebar with navigation options like 'Pre exam', 'Health case details', and 'All Exams'. The main content area is divided into sections: 'Applicant personal details', 'Applicant identity details', 'Applicant visa details', and 'Contact channels*'. The 'Contact channels*' section contains a table with columns for 'Delete', 'Contact channel', 'Contact details', 'Primary', 'Comments', and 'Edit'. A green plus sign icon is circled in the top right corner of this table. Below the table, there are sections for 'Paperwork Reduction Act statement' and 'Confidentiality statement'. At the bottom, there are buttons for 'Close', 'Save', and 'Next'.

11 Click the **"Channel type"** drop down

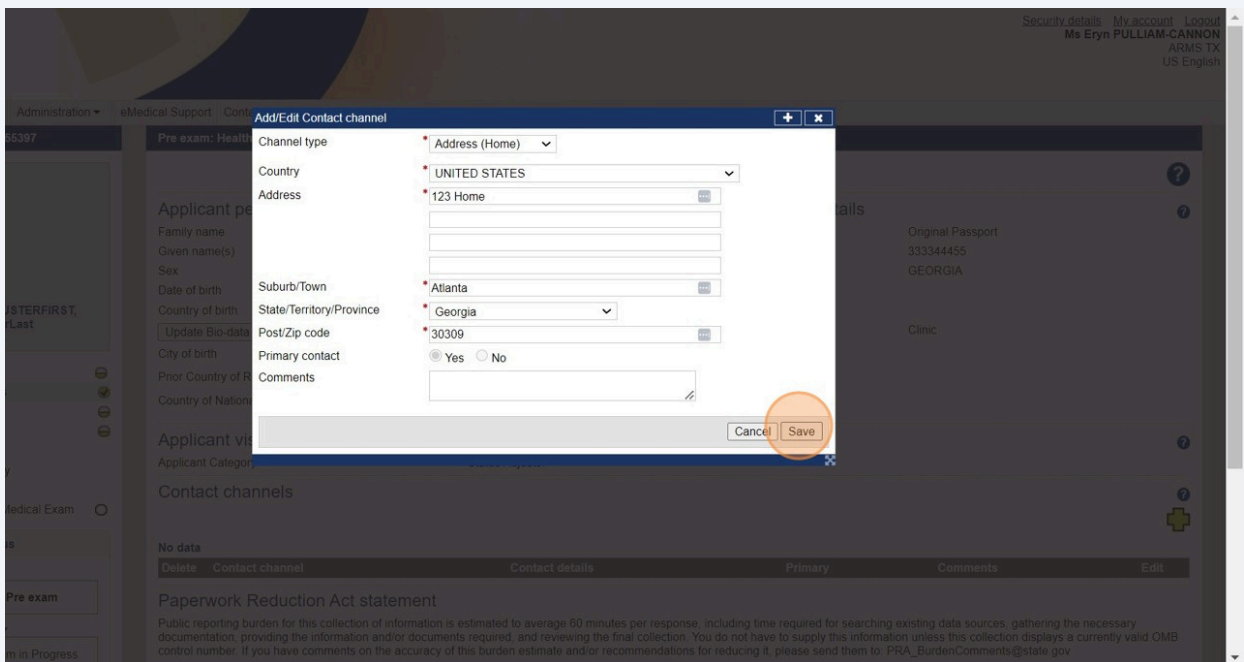
The screenshot shows the same 'Pre exam: Health case details' page, but with an 'Add/Edit Contact channel' dialog box open. The dialog box has a title bar with a plus and minus sign. It contains a 'Channel type' dropdown menu, a 'Primary contact' section with radio buttons for 'Yes' and 'No', and a 'Comments' text area. The 'Channel type' dropdown menu is circled in orange. At the bottom of the dialog box, there are 'Cancel' and 'Save' buttons. The background page is dimmed, showing the same sections as in the previous screenshot.

12 Select "Address (Home)"



13 Enter all Address (Home) details.

Click "Save"



14

Click the **green plus sign** to add **Phone(Home)** or **Phone(Mobile)** number.

Health Case: P003402692

Pre exam: Health case details

Applicant personal details

Family name: TESTLASTNAME
 Given name(s): TESTFIRSTNAME
 Sex: FEMALE
 Date of birth: 02 Feb 2019
 Country of birth: ANGOLA

Applicant identity details

Identity document presented: Original Passport
 Identity Document Number: 112345678
 Issuing country: Clinic
 Date of issue:
 Date of expiry:
 Source: Clinic

Applicant visa details

Applicant Category: Status Adjuster

Contact channels*

Delete	Contact channel	Contact details	Primary	Comments	Edit
	Address (intended)	123 TEST, INDIANA, ARGENTINA	Yes	-	
	E-mail (Business)	TEST@GMAIL.COM	Yes	-	
	Address (Home)	1234 TEST, INDIANAPOLIS, Indiana, 46268, UNITED STATES	No	-	
	Phone (Home)	+ 1 (317) 3836668	Yes	-	

Health Case Status

COMPLETE Pre exam
 CURRENT Exam in Progress
 NEXT Submitted

Paperwork Reduction Act statement

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: FRA_BurdenComments@state.gov

Confidentiality statement

INA Section 222(f) provides that visa issuance and refusal records shall be considered confidential and shall be used only for the formulation, amendment, administration, or enforcement of the immigrant, nationality, and other laws of the United States. The U.S. Department of State uses the information provided on this form primarily to determine an individual's eligibility for a U.S. visa. Certified copies of visa records may be made available to a court which certifies that the information contained in such records is needed in a case pending before the court. The information provided may also be released to federal agencies for law enforcement, counter terrorism and homeland security purposes; to Congress and courts within their sphere of jurisdiction; and to other federal agencies who may need the information to administer or enforce U.S. laws. Although furnishing this information is voluntary, individuals who fail to submit this form or who do not provide all the requested information may be denied a U.S. visa or cause processing delays.

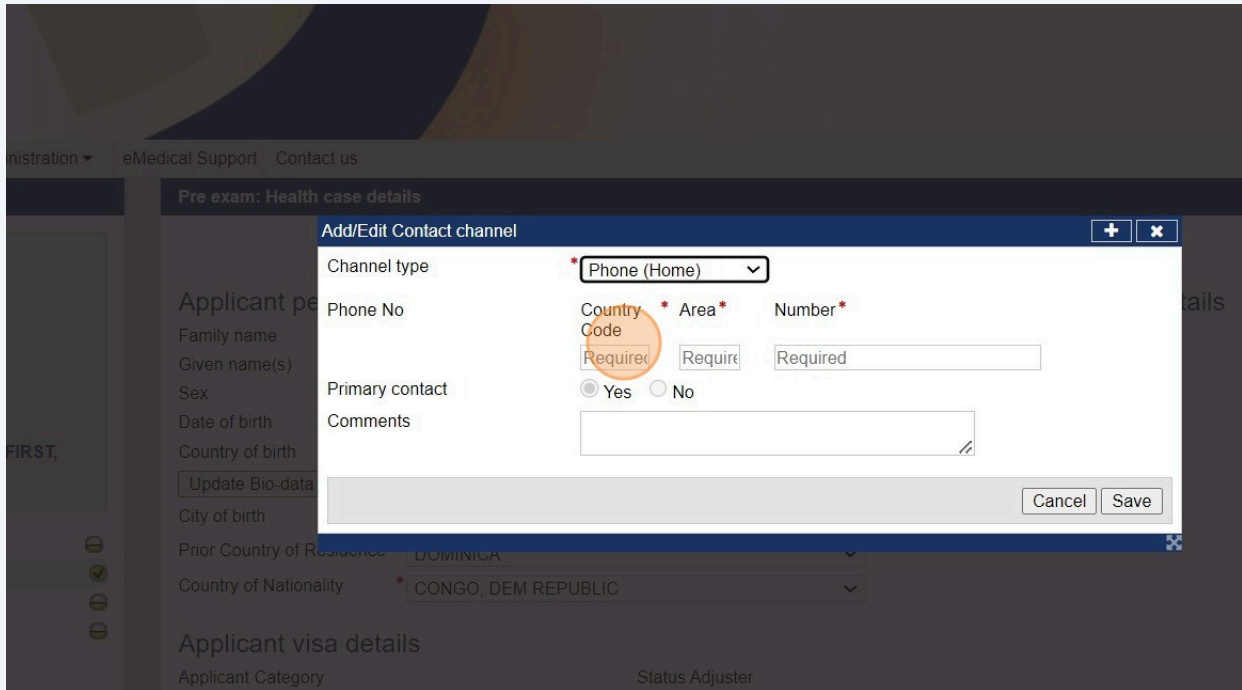
Buttons: Print health case, Print tracking sheet, Remove case from inbox, Edit case, Print Information Sheet, Close, Save, Next

15

Select **Phone(Home) or Phone(Mobile)** in "Channel type".

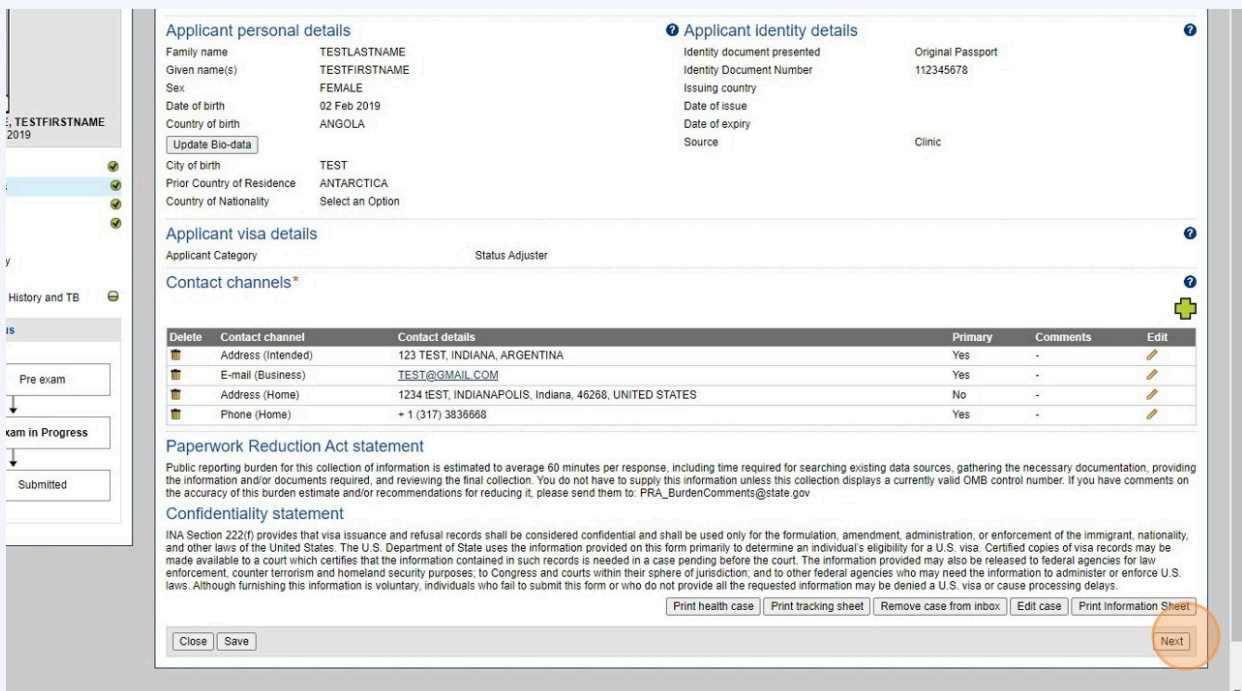
Enter all details.

Click **"Save"**



16

Once Address, Email and Phone Number have been entered, Click **"Next"**





Tip! Adding a photo is optional. To save time, keep system defaults as is.

17

Do not upload applicant photo. Leave default answer and Click **"Next"**

The screenshot displays a web application interface for managing a pre-exam photo. The page title is "Pre exam: Manage Photo". At the top, there are navigation links for "Administration", "eMedical Support", and "Contact us". The user ID "55397" is visible in the top left. The main content area features a placeholder for a photo with the text "PHOTO CANNOT BE ATTACHED". Below this, there is a "Choose Files" button and a "No file chosen" status. A checkbox labeled "Cannot Attach photo" is checked. Below the checkbox, there is a dropdown menu for "Attach photo override" and a text input field with the message "A digital image of the applicant is not available." At the bottom of the form, there are "Back", "Close", and "Save" buttons. A "Next" button is circled in orange in the bottom right corner. The left sidebar contains a navigation menu with options like "Medical Exam" and "Pre exam".

18

Verify an "Identity document provided" is provided by the applicant

Click "Next"

Health Case: P002855397

PHOTO CANNOT BE ATTACHED

TESTSTATUSADJUSTERFIRST, TestStatusAdjusterLast
MALE, 01 Jan 1988

Pre exam

Health case details

Manage Photo

Confirm identity

All Exams

All exams summary

Current exams

513 Parolee Medical Exam

Health Case Status

CURRENT Pre exam

NEXT Exam in Progress

COMPLETE Submitted

Pre exam: Confirm identity

Applicant personal details

Family name TESTSTATUSADJUSTERFIRST

Given name(s) TestStatusAdjusterLast

Sex MALE

Date of birth 01 Jan 1988

Country of birth MOZAMBIQUE

Update Bio-data

City of birth TEST

Prior Country of Residence DOMINICA

Country of Nationality CONGO, DEM REPUBLIC

Applicant identity details

Identity document presented Original Passport

Identity Document Number 333344455

Issuing country GEORGIA

Date of issue

Date of expiry

Source Clinic

Applicant visa details

Applicant Category Status Adjuster

Record identity

Identity document provided Not selected Yes No

Back Close Save Next

19

Verify all identity information.

Verify there are no identity concerns.

JUSTERFIRST, terLast
88

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any

s

Medical Exam

atus

Pre exam

Exam in Progress

Submitted

Applicant personal details

Family name TESTSTATUSADJUSTERFIRST

Given name(s) TestStatusAdjusterLast

Sex MALE

Date of birth 01 Jan 1988

Country of birth MOZAMBIQUE

Update Bio-data

City of birth TEST

Prior Country of Residence DOMINICA

Country of Nationality CONGO, DEM REPUBLIC

Applicant identity details

Identity document presented Original Passport

Identity Document Number 333344455

Issuing country GEORGIA

Date of issue

Date of expiry

Source Clinic

Applicant visa details

Applicant Category Status Adjuster

Record identity

Identity document provided Not selected Yes No

Issuing country GEORGIA

Identity document presented Original Passport

Passport number 333344455

Date of issue mm/dd/yyyy

Date of expiry mm/dd/yyyy

Do you have identity concerns? Not selected Yes No

Attachments

Add New

No data	Delete	Document Type	Details	Attachment type	Sending method	File name	Edit
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Back Close Save Next

20

Click "Next"

Family name: TESTLASTNAME, TESTFIRSTNAME
 Given name(s): TestStatusAdjusterLast
 Sex: MALE
 Date of birth: 01 Jan 1988
 Country of birth: MOZAMBIQUE
 City of birth: TEST
 Prior Country of Residence: DOMINICA
 Country of Nationality: CONGO, DEM REPUBLIC

Identity document presented: Original Passport
 Identity Document Number: 333344455
 Issuing country: GEORGIA
 Date of issue: [blank]
 Date of expiry: [blank]
 Source: Clinic

Applicant visa details

Applicant Category: Status Adjuster

Record identity

Not selected Yes No
 Issuing country: GEORGIA
 Identity document presented: Original Passport
 Passport number: 333344455
 Date of issue: mm/dd/yyyy
 Date of expiry: mm/dd/yyyy
 Do you have identity concerns? Not selected Yes No

Attachments

No data [Add New ?]

Delete	Document Type	Details	Attachment type	Sending method	File name	Edit
[Empty]						

Back Close Save **Next**

56.5.62.12-01b

21

Click "View Exam"

eMedical
 Security details My account Logout
 Ms Eryn PULLIAM
 Bob Worley's Clinic
 US English

Clinic inbox Case search eMedical Support Contact us

Health Case: P003402692

PHOTO CANNOT BE ATTACHED
 TESTLASTNAME, TESTFIRSTNAME
 FEMALE, 02 Feb 2019

- Pre exam
 - Health case details
 - Manage Photo
 - Confirm identity
- All Exams
 - All exams summary
 - Current exams
 - 513 Selective History and TB

Health Case Status

COMPLETE Pre exam
 ↓
 CURRENT Exam in Progress
 ↓
 NEXT Submitted

All Exams: All exams summary

Selective History and TB

Exam code: 513
 Exam description: Record the results of limited medical history and Tuberculosis documentation
 Exam added by: DoS
 Reason requested: Required under policy
 Exam date: [blank]
 Exam status: Incomplete

Back Close **View exam**

Terms & Conditions 59.2.58-12-01



Alert! Medical exam details are not required for data entry. Civil Surgeons can begin at the **TB Screening** section. Not all required Form I-693 fields are in eMedical. Civil Surgeons are only required to enter available fields at the time of data entry.

22

Click the "Exam date" field.

The screenshot displays the eMedical interface for a patient's medical exam record. The main content area is titled "513 Selective History and TB: Record results". The "Exam date" field is highlighted with an orange circle. The form includes various sections with radio button options:

- Record results:** Exam date (highlighted), Exam description.
- History:** Signs or symptoms of TB, Recent contact with known TB case, Pregnant, on the day of exam, Food or drug allergies, Current medications (List all current medications).
- Physical Vitals:** Hearing and ears, Nose, mouth and throat (including dental), Eyes, Heart (S1, S2, murmur, rub), Lungs (auscultation), Abdomen (including liver, spleen), Extremities (including pulses, edema), Nervous system: Sequelae of stroke or cerebral palsy, other neurological disabilities, Exposed Skin, Mental status (including mood, intelligence, perception, thought processes and behavior during examination).
- TB Screening:** Type of exam conducted (Not selected, Interferon Gamma Release Assay (IGRA), Not administered (IGRA exception; please explain in Remarks section below)).
- CXR:** Chest X-Ray Determination (Not selected, Chest x-ray not required (medically cleared for TB), Required).
- Sputum smear and Sputum Culture Results:** Sputum Smears and Cultures Decision (Not selected, Not indicated, Indicated).
- Remarks:** General supporting comments.
- Attachments:** Use an existing attachment, Add New.

The left sidebar shows the "Health Case Status" with buttons for "Pre exam", "Exam in Progress", and "Submitted". The top navigation bar includes "Clinic inbox", "Case search", "eMedical Support", and "Contact us". The top right corner shows user information: "Security details", "My account", "Logout", "Ms Eryn PULLIAM", "Boo Worley's Clinic", "US English".

23

Enter TB Screening Fields

Nose, mouth and throat (including dental)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Eyes	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Heart (S1, S2, murmur, rub)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Lungs (auscultation)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Abdomen (including liver, spleen)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Extremities (including pulses, edema)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Nervous system: Sequelae of stroke or cerebral palsy, other neurological disabilities	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Exposed Skin	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal
Mental status (including mood, intelligence, perception, thought processes and behavior during examination)	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal

TB Screening

Type of exam conducted	<input type="radio"/> Not selected <input checked="" type="radio"/> Interferon Gamma Release Assay (IGRA) <input type="radio"/> Not administered (IGRA exception; please ex
Type of IGRA test	<input type="radio"/> Select an Option ▼
Exam date (date drawn/applied)	<input type="text" value="09 Jul 2024"/> 📅
Result	<input checked="" type="radio"/> Not selected <input type="radio"/> Negative <input type="radio"/> Indeterminate, Borderline, or Equivocal <input type="radio"/> Positive

CXR

Chest X-Ray Determination	<input checked="" type="radio"/> Not selected <input type="radio"/> Chest x-ray not required (medically cleared for TB) <input type="radio"/> Required
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Sputum smear and Sputum Culture Results

Sputum Smears and Cultures Decision	<input checked="" type="radio"/> Not selected <input type="radio"/> Not indicated <input type="radio"/> Indicated
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Remarks

24

Enter CXR Fields

Type of IGRA test	<input type="radio"/> Select an Option ▼
Exam date (date drawn/applied)	<input type="text" value="09 Jul 2024"/> 📅
Result	<input checked="" type="radio"/> Not selected <input type="radio"/> Negative <input type="radio"/> Indeterminate, Borderline, or Equivocal <input type="radio"/> Positive

CXR

Chest X-Ray Determination	<input type="radio"/> Not selected <input type="radio"/> Chest x-ray not required (medically cleared for TB) <input checked="" type="radio"/> Required
Chest X-ray required due to:	<input type="checkbox"/> Initial screening results <input type="checkbox"/> TB signs or symptoms, or due to immunosuppression (such as HIV) <input type="checkbox"/> IGRA exception (Clearly specify the IGRA exception in the Remarks section below)
Date Chest x-ray read	<input type="text" value="09 Jul 2024"/> 📅
Findings	<input checked="" type="radio"/> Not selected <input type="radio"/> Normal <input type="radio"/> Abnormal findings suggestive of TB that require smears and cultures

Sputum smear and Sputum Culture Results

Sputum Smears and Cultures Decision	<input checked="" type="radio"/> Not selected <input type="radio"/> Not indicated <input type="radio"/> Indicated
-------------------------------------	---

TB Classification / Findings

<input type="checkbox"/> No Class A or Class B TB
<input type="checkbox"/> Class A Tuberculosis disease
<input type="checkbox"/> B0 TB, Pulmonary
<input type="checkbox"/> B1 TB, Pulmonary
<input type="checkbox"/> B1 TB, Extrapulmonary
<input type="checkbox"/> B2 TB, LTBI Evaluation
<input type="checkbox"/> Class B, Other Chest Condition (Non-TB)

Remarks

General supporting comments

Attachments

25

Enter Sputum Smear & Sputum Culture Results Fields

Initial screening results
 TB signs or symptoms, or due to immunosuppression (such as HIV)
 IGRA exception (Clearly specify the IGRA exception in the Remarks section below)
 09 Jul 2024
 Not selected Normal Abnormal findings suggestive of TB that require smears and cultures

Sputum smear and Sputum Culture Results
 Sputum Smears and Cultures Decision
 Not selected Not indicated Indicated
 Indicated due to (mark all that apply)
 Sign or symptoms of TB
 Chest x-ray suggestive of TB
 Known HIV infection or Extrapulmonary TB
 End of treatment cultures

Sputum Smear Results
 Date specimen obtained
 Date results reported
 Result
 Select an Option
 Select an Option
 Select an Option

Sputum Culture Results
 Date specimen obtained
 Date results reported
 Result
 Select an Option
 Select an Option
 Select an Option

TB Classification / Findings
 No Class A or Class B TB
 Class A Tuberculosis disease

26

Select TB Classification / Findings

Sputum Smear Results
 Date specimen obtained
 Date results reported
 Result
 Select an Option
 Select an Option
 Select an Option

Sputum Culture Results
 Date specimen obtained
 Date results reported
 Result
 Select an Option
 Select an Option
 Select an Option

TB Classification / Findings
 No Class A or Class B TB
 Class A Tuberculosis disease
 B0 TB, Pulmonary
 B1 TB, Pulmonary
 B1 TB, Extrapulmonary
 B2 TB, LTBI Evaluation
 Class B, Other Chest Condition (Non-TB)

Remarks
 General supporting comments

Attachments
 Use an existing attachment

27

Click "Add New" under Attachments " to add required / available documents
Form I-693, Chest X-Ray, IGRA Report

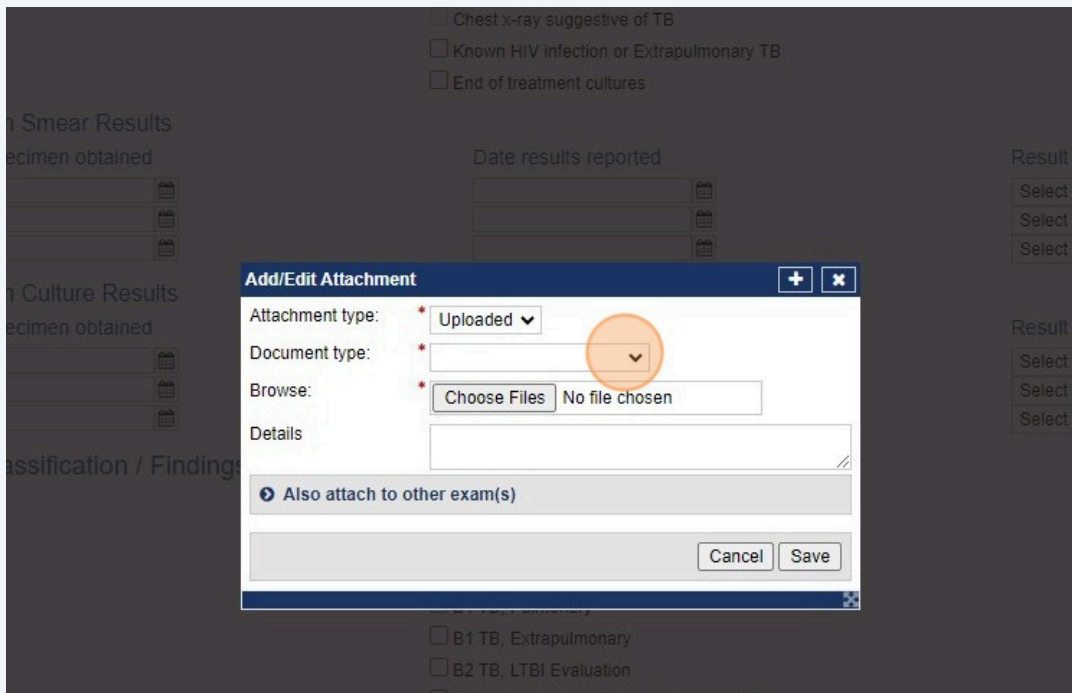
The screenshot shows a medical form with several sections: "Sputum Culture Results" with date pickers for specimen obtained and results reported; "TB Classification / Findings" with radio button options for Class A, B0, B1, B2, and Class B (Other Chest Condition); "Remarks" with a text area; and "Attachments" with a table and an "Add New" button circled in orange. The table has columns for "Delete", "Document Type", "Details", "Attachment type", "Sending method", "File name", and "Edit". At the bottom, there are "Back", "Close", "Save", and "Submit Exam" buttons.

28

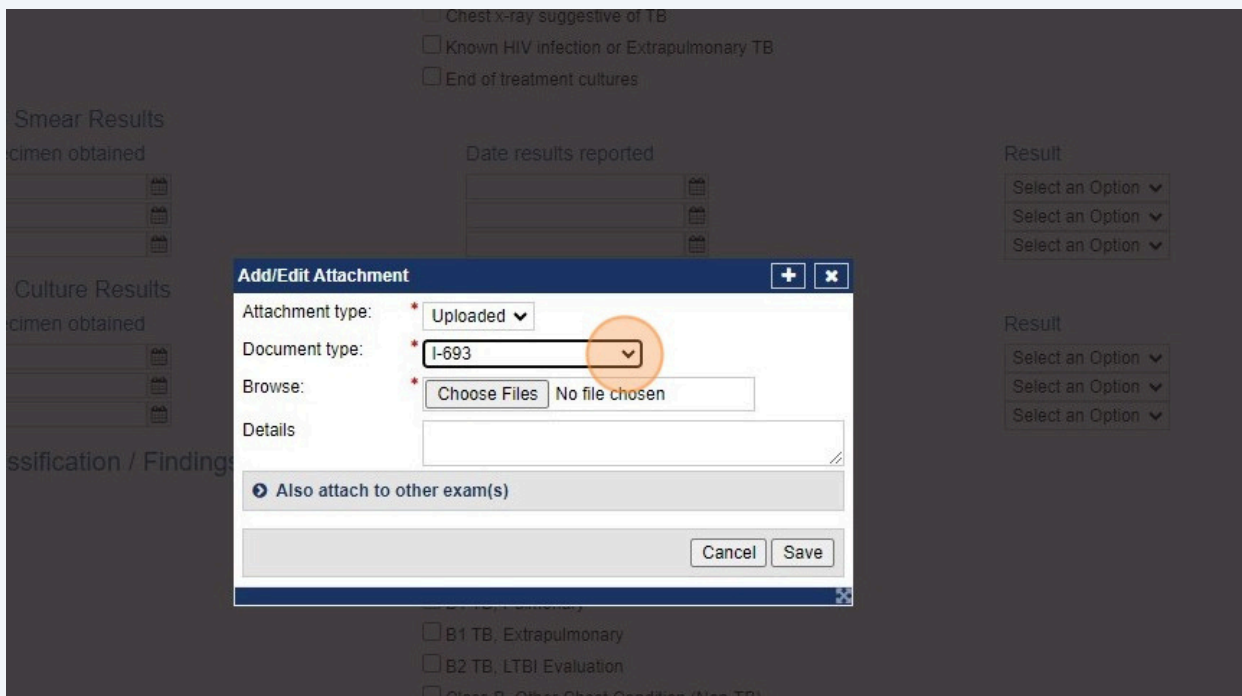
Use the **Add New Attachment** window to upload documents

The screenshot shows the "Add New Attachment" dialog box overlaid on a form. The dialog has fields for "Attachment type" (set to "Uploaded"), "Document type", and "Browse" (with "Choose Files" and "No file chosen" buttons). It also has a "Details" text area and a checkbox for "Also attach to other exam(s)". "Cancel" and "Save" buttons are at the bottom right. The background form shows "Sputum Culture Results" with dates (10/02/2023, 10/03/2023, 10/04/2023) and "Date culture results reported" (10/05/2023, 10/06/2023, 10/07/2023). The "Result" column shows "Negative".

29 View the Add/Edit Attachment Screen



30 Click **Document Type** drop down





Tip! Repeat the previous steps to add all required and available attachments.

31 Verify all information on the form is correct. Once reviewed, click "**Submit Exam**"

B1 TB, Pulmonary
 B1 TB, Extrapulmonary
 B2 TB, LTBI Evaluation
 Class B, Other Chest Condition (Non-TB)

Attachment type	Sending method	File name	Edit
			<input type="button" value="Submit Exam"/>



Tip! Once you click "Submit Exam" you have completed the process.