

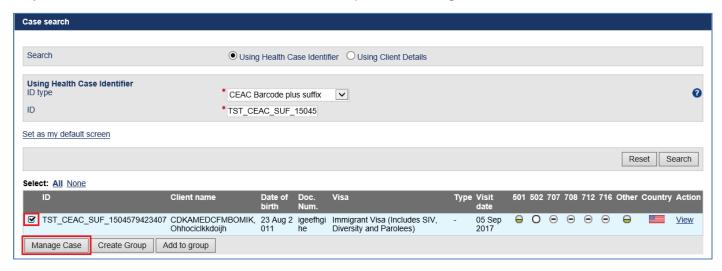
# Tip Sheet: Recording 607 Continued Anti-Tuberculosis Treatment

This tip sheet has been developed to assist panel clinics conducting U.S. Visa health examinations for applicants who are required to undergo **607 exam** as a part of their health examination(s). Once the health case is at **Exam** in **Progress** status, you can start recording the 607 exam.

**Note:** If your health case is ready to proceed to the examination state, it should be available in the **In progress** tab in your clinic's **inbox**.

Note: Throughout the examination a red asterisk \* will display for mandatory fields.

- Step 1. Search the health case using the Case search screen or locate the health case in the In progress folder of the clinic's inbox
- Step 2. Select the check box next to the health case and press the Manage Case button



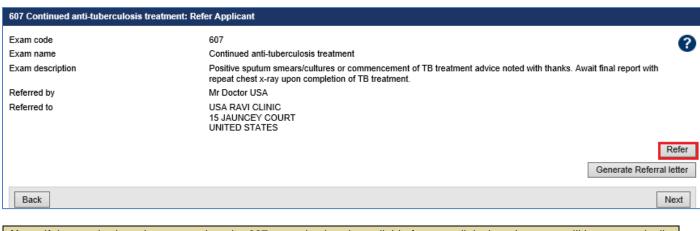
The Health case details screen displays.

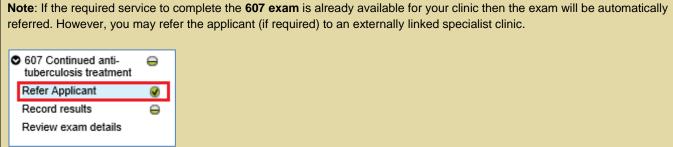


Page 1 of 12 Published: Sep 2018

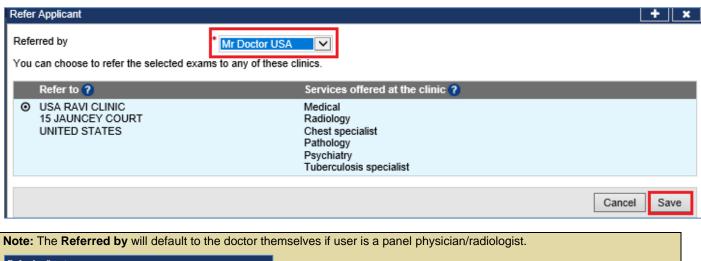
- Step 3. Expand the 607 exam in navigation pane
- Step 4. Press the Refer Applicant button

The 607 Continued anti-tuberculosis treatment: Refer Applicant screen displays.





- Step 5. Press the Refer button
- **Step 6.** In the **Refer Applicant** window, select the name of the referring panel physician/radiologist from the **Referred by** drop down list
- Step 7. Select the button for the clinic you want to refer the applicant to and press the Save button



Refer Applicant

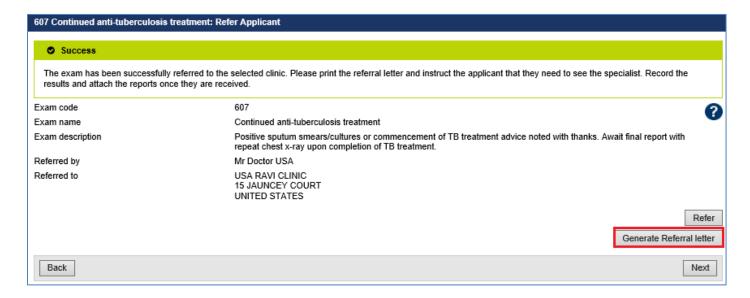
Referred by

Mr Doctor USA

You can choose to refer the selected exams to any of these clinics.

The **Refer Applicant** screen displays with a success message.

Page 2 of 12 Published: Sep 2018

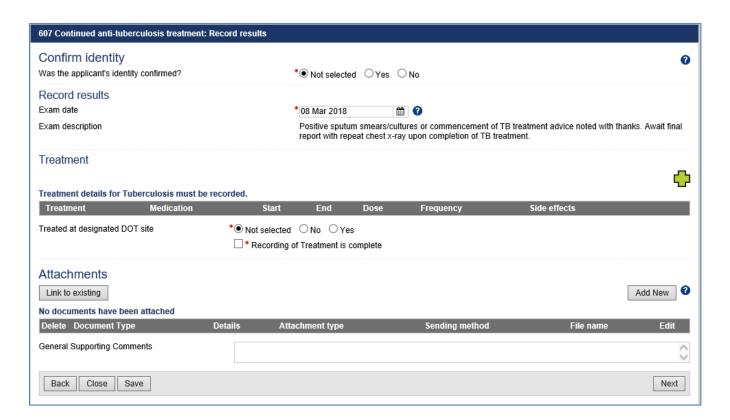


**Step 8.** Press the **Generate Referral letter** button to print the Referral letter and provide to the applicant to provide to the specialist.

Upon receiving the results and test reports, proceed to record the results.

**Step 9.** To record the results select the **Record results** button in the navigation pane or press the **Next** button from the **Refer Applicant** screen

The 607 exam Record results screen displays.

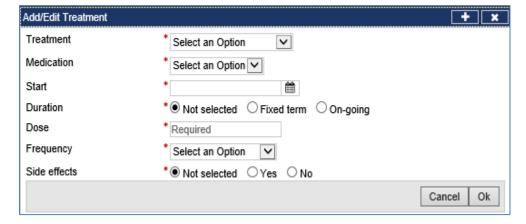


Step 10. Select Yes or No button for Was the applicant's identity confirmed?

Step 11. Edit the Exam date, if required (will default to today's date)

Step 12. Press the 🗗 icon to record Treatment in the Add/Edit Treatment window

Page 3 of 12 Published: Sep 2018



Step 13. Select a Treatment from the drop down list

Step 14. Select the Medication from the drop down list

Step 15. Enter a Start date

Step 16. Select an option for Duration

Step 17. Enter End date, if Fixed term button is selected for Duration

Step 18. Enter details in Dose field

Step 19. Select Frequency from the drop down list

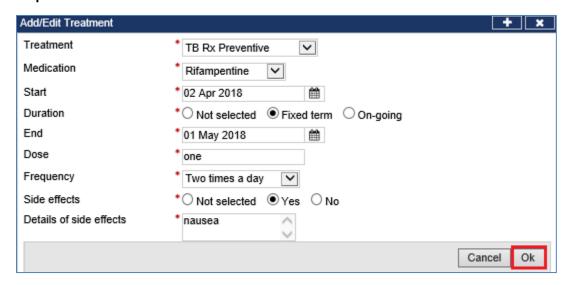
Step 20. Select the button for Side effects

Step 21. Details of side effects text box display if Yes button selected for Side effects

**Note:** If **Other** is selected from drop down list for **Medication** then it is mandatory to provide details in the **Other Medication** field.

**Note:** If **Other** is selected from drop down list for Frequency then it is mandatory to provide details in the **Other Frequency** field.

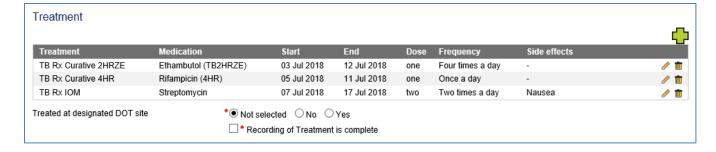
Step 22. Press the Ok button



**Step 23.** Select the discon again to record more provided treatment

The recorded treatment details are displayed under the **Treatment** section.

Page 4 of 12 Published: Sep 2018



Step 24. Select Yes or No for the Treated at designated DOT site

### Step 25. Select check box for Recording of Treatment is complete

The Post-treatment Clinical diagnosis (for Radiologist to complete) section display.

**Note**: Ensure that the **Treatment** section and the check box for **Recording of Treatment is complete**, <u>must</u> be completed by the clinic and Save and Exit from the health case.

Note: The Post-treatment Clinical diagnosis (for Radiologist to complete) section can only be completed by the panel radiologist. The radiologist must Save and Exit from the health case.

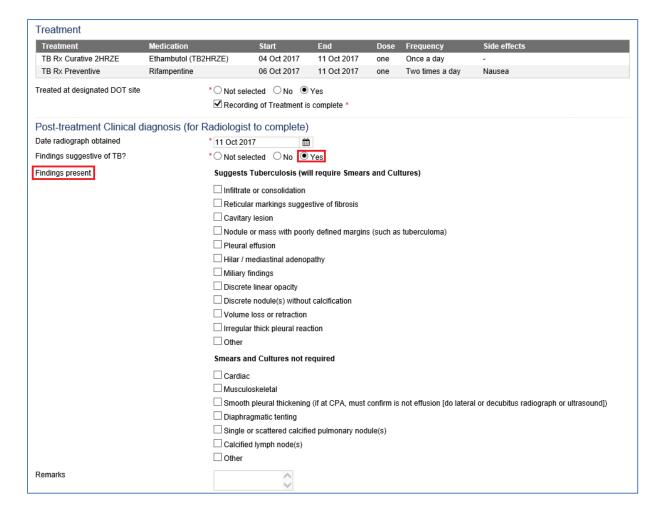
**Note:** As a medical clinic, you will need to complete the **Sputum Smears and Cultures** and the **DST** section (if present) before submitting the exam.



- a. Enter a date for Date radiograph obtained
- b. Select the Yes or No button for Findings suggestive of TB?

If the Findings suggestive of TB? is Yes, the Findings present section displays.

Page 5 of 12 Published: Sep 2018



**c.** Select the check boxes which apply for any of the findings that are present (multiple check boxes may be selected)

Note: The Remarks are mandatory if Other is selected for Suggests Tuberculosis (will require Smears and Cultures) or (Smears and Cultures not required).

Note: The name of the U.S. panelled radiologist managing the health case will display next to Interpreted by.

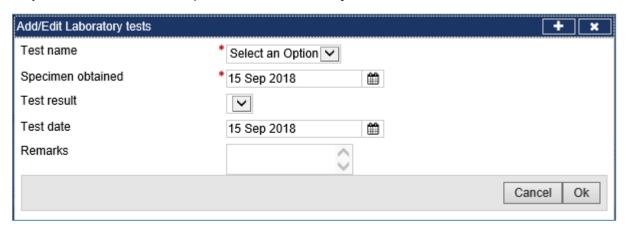
d. Select the check box for I declare that these are a true and correct record of my findings Sputum Smears and Cultures section display.

Page 6 of 12 Published: Sep 2018

Post-treatment Clinical diagnosis (for	Radiologist to complete)						
Date radiograph obtained	03 Aug 2018						
Findings suggestive of TB?	Yes						
Findings present	Suggests Tuberculosis (will require Smears and Cultures)						
	☐ Infiltrate or consolidation						
	□ Reticular markings suggestive of fibrosis						
	□ Cavitary lesion						
	□ Nodule or mass with poorly defined margins (such as tuberculoma)						
	☐ Pleural effusion						
	☐ Hilar / mediastinal adenopathy						
	☐ Miliary findings						
	☐ Discrete linear opacity						
	☐ Discrete nodule(s) without calcification						
	□ Volume loss or retraction						
	☐ Irregular thick pleural reaction						
	□ Other						
	Smears and Cultures not required						
	□ Cardiac						
	☐ Musculoskeletal						
	☑ Smooth pleural thickening (if at CPA, must confirm is not effusion [do lateral or decubitus radiograph or ultrasound])						
	□ Diaphragmatic tenting						
	☐ Single or scattered calcified pulmonary nodule(s)						
	□ Calcified lymph node(s)						
	□ Other						
Remarks							
Interpreted by	USA, Radiologist						
Date radiograph interpreted	03 Aug 2018						
	☑ * I declare that these are a true and correct record of my findings						
Sputum Smears and Cultures							
Sputum Smear Laboratory	* This clinic 🗸						
Sputum Culture Laboratory	* This clinic 💙						
	•						
No results found.							
Specimen obtained	Test date Test name Result Remarks						
	☐ • Recording of Laboratory Tests is complete						

Step 26. If required select a clinic for the Sputum Smear Laboratory (will default to the Referred to clinic)

Step 27. Press the 🗗 icon to open Add/Edit Laboratory tests window

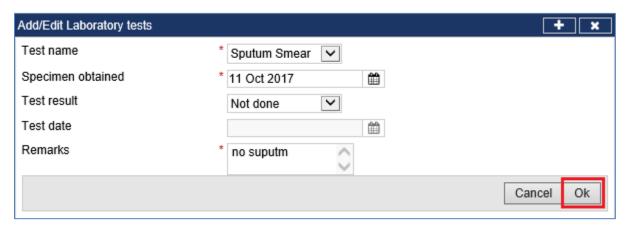


- Step 28. Select Test name Sputum Smear from the drop down list
- Step 29. Edit the Specimen obtained date, if required (will default to today's date)
- Step 30. Select Test result from the drop down list
- **Step 31.** Edit the **Test date**, if required (will default to today's date)
- Step 32. Enter details in Remarks field

Page 7 of 12 Published: Sep 2018

Note: If Test result = Not done, then it is mandatory to provide details in the Remarks field.

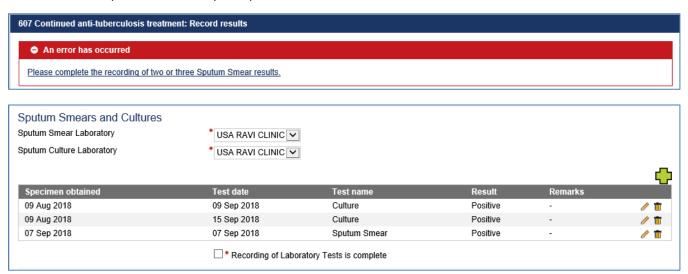
Step 33. Press the Ok button



Step 34. Press the 🗗 icon to record Culture test results

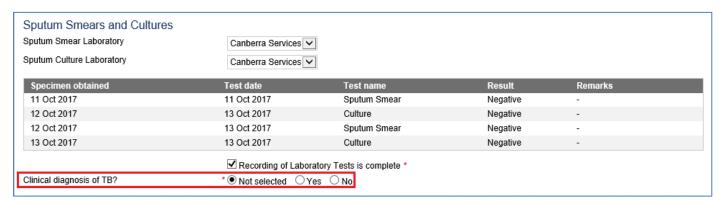
**Note:** At least two and not more than three entries for either test (Sputum Smear or Culture) result must be recorded for **Sputum smears and Cultures** section.

**Step 35.** Select check box for **Recording of Laboratory Tests is complete** field. An error message is displayed on the top of the screen if prerequisite entries are not listed for either test



Step 36. Record required results entries for Sputum Smears and Cultures

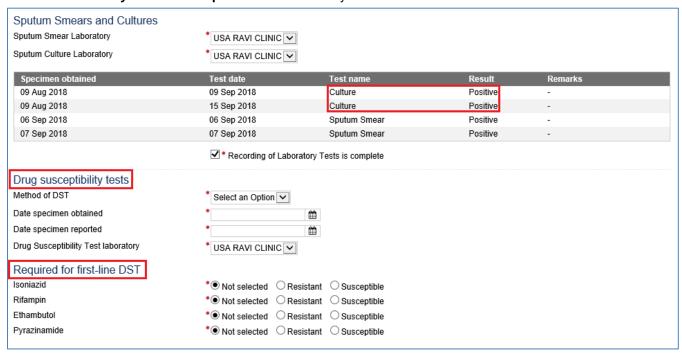
Step 37. Select the Yes or No button for Clinic diagnosis of TB?



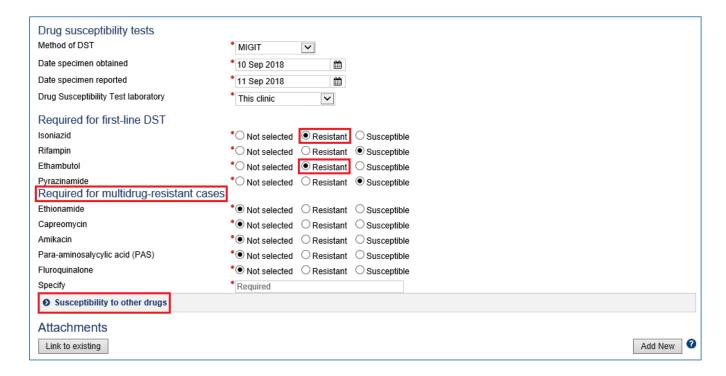
**Note: Clinic diagnosis of TB?** field is only displayed when tick box for **Recording of Laboratory Tests is complete** is ticked and none of the **Culture Laboratory test** result is **Positive**.

Page 8 of 12 Published: Sep 2018

Step 38. The Drug susceptibility tests (DST) and Required for first- line DST section displays if Recording of Laboratory Tests is complete is ticked and any of the Culture test results is recorded as Positive



- Step 39. Select a test from the Method of DST drop down list
- Step 40. Enter the date in Date specimen obtained field
- Step 41. Enter the date in Date specimen reported field
- **Step 42.**Edit **Drug Susceptibility Test Laboratory field**, if required (display the name of the **clinic** to which exam has been referred, as default, plus all buttoned 'Pathology' clinics in the dropdown)
- Step 43. Select radio button from Resistant or Susceptible for finding for each drug listed under the Required for first–line DST
- Step 44. If the finding for two or more drugs is Resistant recorded for Required for first–line DST then Required for multidrug-resistant cases and Susceptibility to other drugs section display



Page 9 of 12 Published: Sep 2018

## **Step 45.** Select radio button from **Resistant** or **Susceptible** for finding for each drug listed under the **Required** for multidrug-resistance cases

Step 46. For Fluoroquinolone the specify field display and information must be provided

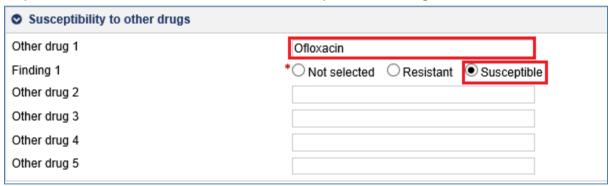
Required for multidrug-resistant cases			
Ethionamide	*O Not selected	<ul><li>Resistant</li></ul>	○ Susceptible
Capreomycin	*○ Not selected	Resistant	Susceptible
Amikacin	*O Not selected	<ul><li>Resistant</li></ul>	○ Susceptible
Para-aminosalycylic acid (PAS)	*O Not selected	<ul><li>Resistant</li></ul>	○ Susceptible
Fluroquinalone	*O Not selected	<ul><li>Resistant</li></ul>	○ Susceptible
Specify	* Moxifloxacin		
Susceptibility to other drugs			

Step 47. Press Twisty to record information for Susceptibility to other drugs

Susceptibility to other drugs				
Other drug 1				
Other drug 2				
Other drug 3				
Other drug 4				
Other drug 5		]		

Step 48. Enter details of drug for Other drug 1 and Finding 1 field display

Step 49. Select radio button from Resistant or Susceptible for Finding1



Step 50. Press the Add New button in the Attachments section

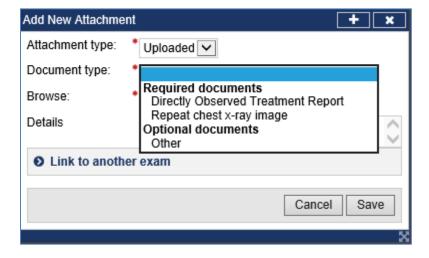
Attachments	
Link to existing	Add New 2

The Add New Attachment window displays.

Add New Attachment				+	×		
Attachment type:	Uploaded	~					
Document type:					~		
Browse:			Browse				
Details					^		
<b>♦</b> Link to another exam							
			Cance	l Sa	ve		

Step 51. Select a test report from the Document type from the drop down list

Page 10 of 12 Published: Sep 2018

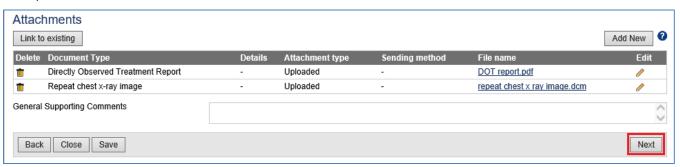


Step 52. Press the Browse button to locate and upload the attachment file

### Step 53. Press the Save button

**Step 54.** Press the **Add New** button again to upload the Required documents (and any other relevant document if required)

The uploaded files will be listed in the **Attachments** section.



**Note:** You must attach each document type under the 'Required documents' (mandatory attachments). However, it is strongly recommended that any relevant non-mandatory document must be attached as well.

**Note:** The mandatory PA chest x-ray image must be in DICOM format as a dcm file between 3.5MB to 5MB (but no larger than 5MB).

- Step 55. Record comments in General Supporting Comments text box, if required
- Step 56. Press the Next button
- The 607 Continued anti-tuberculosis treatment: Review exam details screen displays
- **Step 57.** Thoroughly review the information recorded

Note: All details in 607 Continued anti-tuberculosis treatment: Review exam details screen are view only. To edit, return to the 607 Continued anti-tuberculosis treatment: Record results screen where the information was initially entered.

#### Step 58. Press the Submit Exam button



Page 11 of 12 Published: Sep 2018

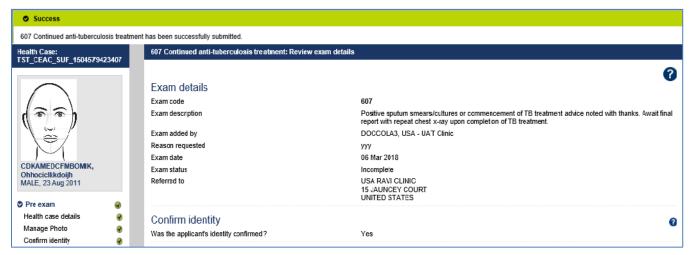
Note: Clerical (Medical) users will need to provide a declaration and select the name of the panel physician on behalf of whom they are submitting the exam.

Declaration
I have completed this examination report on behalf of

Back

Submit Exam

This submits the exam, and returns you to the **607 Continued anti-tuberculosis treatment: Review exam details** screen with a success message displayed on the top of the screen.



**Note**: On attempted submit of the exam: If the most recent 'Culture' Test Date is more than three months old, then the system displays an error message **Lab Tests have expired**. <u>Please repeat full set and submit exam again</u>. Do NOT finalize exam.

**Note**: An additional **607 exam** will be automatically added to the health case if the existing **607 Continued anti-tuberculosis treatment** has expired.

Note: The 607 exam can be finalized Incomplete with a reason of Class A TB Applying for Waiver and case must be classified Class A TB.

Page 12 of 12 Published: Sep 2018