# Appendix SUR XII

## NETSS Issues

### NETSS Processing Overview

- A record needs to be counted and assigned an MMWR date, using the case verification window, before it can be considered as a possible NETSS record.
- A record needs to be included in a weekly NETSS transfer before it gets assigned a NETSS case number. In other words, there needs to be a weekly transfer action, it is during that process of compiling the NETSS records that a case number will be assigned.
- If a record does not have a NETSS case number then it will not be included in any transfers to NETSS, including a year to date transfer.
- There are no acknowledgements for NETSS transfers.
- Records will only travel to NETSS again if they have been modified.

### NETSS vs. TIMS Case Count Issues

- There is a deletion record TIME LAG. A record marked for deletion in TIMS will not show up to NETSS until the record has been purged from the site's database. Since many sites have a monthly transfer schedule to TIMS, one or two months may pass before the record is deleted from the NETSS case counts even though they have already been removed from the TIMS case counts.
- In order to remove the TIMS LAG your site must adopt a TIMS weekly transfer schedule (as opposed to a monthly transfer schedule). The weekly transfer process should include transferring the file to CDC and then, 24 hours later, receiving and assimilating the acknowledgement.
- Any resets and purges from the TIMS database will affect the NETSS records. Users must always perform a weekly and then, a yearly NETSS transfer after any resets.

### NETSS – TIMS Case Count Reconciliation

1. Perform a TIMS Ad hoc query listing all records for the current year by month year counted, NETSS case number, mmwrdate, mmwrweek, mmwryear. (See "2002 NETSS Records" or "2003 NETSS Records" queries in TIMS AHQ module.)
2. Correct any records, which are missing data, particularly NETSS case number.
3. Run a weekly NETSS transfer to assign NETSS case numbers and re-sync the values. Do not send this transfer to NETSS! (Unless you are reconciling a prior year)
4. Perform an Ad hoc to ensure that all eligible records have NETSS Case Numbers.
5. Run a year to date NETSS transfer and notify MMWR office and State Epi person that this is a Year to Date transfer.

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