

This tip sheet has been developed to assist panel clinics conducting U.S. Visa health examinations for applicants who are required to undergo **603 Investigation on current state of tuberculosis examination** as a part of their health examination(s). Once the health case is at **Exam in Progress** status, you can start recording **the 603 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

Case search	
Search	Using Health Case Identifier O Using Applicant Details
Using Health Case Identifier	
ID type	* CEAC Barcode plus suffix 🔽
ID	*RIZ_CEAC_SUF_15120
Set as my default screen	
	Reset Search
Select: All None	
ID Applicant na	me Date of birth Doc. Num. Visa Type Visit date 501 502 707 708 712 716 Other Country Action
RIZ_CEAC_SUF_1512091504606 KELMJFJNH	IMOAOD, Cdbncdgddghjoii 13 Nov 2005 heeaibjajh Adoptee - 17 Oct 2017 🔿 🕏 🗇 💬 💬 😑 😝 🗾 <u>View</u>
Manage Case Create Group Add to group	

The Health case details screen displays.

e Medical

Health Case: RIZ_CEAC_SUF_151209150460	06	Pre exam: Health case	e details						
		Panel Physiciar	n Report on Medical	Examin	ation and Vaccin	ation Record OMB Control Number Form Number Expiration Date Estimated Burden	TODO: prod DS-7794 30 Nov 2020 60 minutes		•
KELMJFJNHJMOAOD, Cdbncdgddghjoii MALE, 13 Nov 2005		Applicant perso Family name Given name(s) Sex	nal details KELMJFJNHJMOAOD cdbncdgddghjoii MALE		•	Applicant identity Identity document presen Identity Document Numb Issuing country	nted	Original Passport heeaibjajh RWANDA	Ø
Pre exam	•	Date of birth	13 Nov 2005			Date of issue		RWANDA	
Health case details		Country of birth	RWANDA			Date of expiry		01 Dec 2022	
Manage Photo	•	City of birth				Source		United States of America	
Confirm identity		Prior Country of Reside	nceAUSTRALIA						
All Exams									
All exams summary		Other Identifiers	6						0
 Current exams 		Identifier type			Identifier value				
501 Medical Examination	0	Alien Number		_	RIZ AN151209150460	6	_		
502 Chest X-Ray Examination	•	Case Number				606			
2 719 TB screening test -	~	CEAC Barcode			RIZ1504606				
TST or IGRA	0	Beneficiary ID			RIZ_BNFID151209150	4606			
106 Mental health report	0								
603 Investigation on	e	Applicant visa d	letails						0
current state of tuberculosis		Applicant Category		Adoptee					
951 Vaccinations	•	Applicant Decla	ration						0

Step 3. Expand the 603 exam in navigation pane

Step 4. Select the Refer Applicant button

Health Case: RIZ CEAC SUF 151209150460	6	Pre exam: Health case	e details						
		Panel Physician	n Report on Medica	I Examination and	Vaccination Red OMB Contr Form Numi Expiration Estimated	rol Number ber Date	TODO: prod DS-7794 30 Nov 2020 60 minutes		?
KELMJFJNHJMOAOD, Cdbncdgddghjoii MALE, 13 Nov 2005 Pre exam Health case details Manage Photo Confirm identity	8 8	Applicant persor Family name Given name(s) Sex Date of birth Country of birth City of birth Prior Country of Reside	KELMJFJNHJMOAOD cdbncdgddghjoii MALE 13 Nov 2005 RWANDA			cument presen cument Numbe untry ue	ted	Original Passport heeaibjajh RWANDA 01 Dec 2022 United States of America	0
All Exams		Other Identifiers	•						~
All exams summary Current exams			, ,						?
501 Medical Examination	0	Identifier type Alien Number		Identifier va					
502 Chest X-Ray	ě	Case Number		RIZ_AN151	12091504606				
Examination	Ť.,	CEAC Barcode		RIZ_C3N13					
719 TB screening test - TST or IGRA	θ	Beneficiary ID			1512091504606				
	•	Denenciary ID		Kiz_DNI ID	1312031304000				
 603 Investigation on current state of tuberculosis 	•	Applicant visa d Applicant Category	letails	Adoptee					0
Refer Applicant Record results Review exam details ♦ 951 Vaccinations	9 9	eMedical and has agr	lgddghjoii KELMJFJNHJMO/	nation being submitted elec	tronically to the Departm			ed by the U.S. Department of State regarding recorded by this clinic in eMedical.	0

The 603 investigation on current state of tuberculosis: Refer Applicant screen displays.

· · · · · · · · · · · · · · · · · · ·		nplete the 603 exam is already available for your clinic then the exam will be automatically ne applicant (if required) to an externally linked specialist clinic.
 603 Investigation on current state of tuberculosis 	0	
Refer Applicant	۲	
Record results	θ	
Review exam details		

To refer applicant to an external specialist clinic:

Step 5. Press the Refer button

- Step 6. In the Refer Applicant window, select the name of the referring panel physician/radiologist form 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.	
Refer to ?	Services offered at the clinic ?
O This clinic	Tuberculosis specialist Medical Pathology Radiology Psychiatry
 UAT - Specialist 1 Avenida de los Servicios Medicos AUSTRALIA 	Tuberculosis specialist
	Cancel Save

Note: The Referred by will default to the doctor the	emselves if user is a panel physician/radiologist.
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 s	uccess message.

603 Investigation on current state of tubercul	osis: Refer Applicant	
Success		
The exam has been successfully referred to the attach the reports once they are received.	e selected clinic. Please print the referral letter and instruct the applicant that they need to see the specialist. Record the result	s and
Exam code	603	2
Exam name	Investigation on current state of tuberculosis	
Exam description	Investigation required to determine the current status regarding tuberculosis. Please include the following information: -Results of 3 current smears and cultures (sputum samples taken on 3 consecutive working mornings, or other appropriate specimens as clinically indicated) and cultures for Mycobacterium tuberculosis (plus drug susceptibility testing (DST) if cultures are positive), -Old chest x-rays for comparison (if available). Reports can be submitted if images available are not digital, -Any previous reports regarding any treatment of tuberculosis.	;
Referred by	Mr Doctor USA	
Referred to	UAT - Specialist 1 Avenida de los Servicios Medicos AUSTRALIA	
		Refer
	Generate Referra	lletter
Back		Next

Step 8. Select 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

The 603 Investigation on current state of tuberculosis: Record results screen displays.

603 Investigation on current state of tubercu	ulosis: Record results	
Confirm identity		0
Was the applicant's identity confirmed?	*● Not selected ○ Yes ○ No	
		2
Record results		•
Exam date	* 12 Jul 2018 🛗 🔇	
Exam description	Investigation required to determine the current status regarding tuberculosi information: -Results of 3 current smears and cultures (sputum samples taken on 3 con other appropriate specimens as clinically indicated) and cultures for Mycob susceptibility testing (DST) if cultures are positive), -Old chest x-rays for comparison (if available). Reports can be submitted if -Any previous reports regarding any treatment of tuberculosis.	secutive working mornings, or acterium tuberculosis (plus drug
Sputum Smears and Cultures		0
Sputum Smear Laboratory	* UAT - Specialist	-
Sputum Culture Laboratory	* UAT - Specialist	
		ф
No results found.		_
Specimen obtained	Test date Test name Result Ren	narks
	* Recording of Laboratory Tests is complete	
Attachments		
Link to existing		Add New 3
No documents have been attached		
Delete Document Type	Details Attachment type Sending method I	File name Edit
General Supporting Comments		\sim
Back Close Save		Next

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

Step 13. If required select a clinic for the Sputum Culture Laboratory (will default to the Referred to clinic)

Step 14. Press the 🖶 icon to open Add/Edit Laboratory tests window

Add/Edit Laboratory tests		+	×
Test name	* Select an Option		
Specimen obtained	* 15 Sep 2018		
Test result			
Test date	15 Sep 2018		
Remarks	\bigcirc		
	Ca	ancel	Ok

Step 15. Select a Test name for example Sputum smear.

- Step 16. Edit the Specimen obtained date, if required (will default to today's date)
- Step 17. Select Test result from the drop down list
- Step 18. Edit the Test date, if required (will default to today's date)
- Step 19. Enter details in Remarks field

Note: If the Test result is No	ot done, then you must provide	details in the Remarks field.	
Add / Edit Laboratory tests	+ ×		
Test name * Sputum Sme	ar 🗸		
Specimen obtained \$27 Apr 2018	#		
Test result Not done	\checkmark		
Test date			
Remarks * Required	\bigcirc		
	Cancel Ok		
	itive result for either Sputum Sr not appear on any subsequent		st time, a warning message will be
Add / Edit Laboratory tests		+ ×	
Warning			
Saving this lab test with a positive this applicant is Classified 'A' TE	ve Sputum Smear / Culture will notify the	US Embassy / Consulate that	
Test name	* Sputum Smear 🔽		
Specimen obtained	* 04 Oct 2017		
Test result	Positive 🖌		
Test date	09 Oct 2017		
Remarks	$\langle \rangle$		
		Cancel Ok	

Step 20. Press the Ok button

Step 21. Press the 🖶 icon again to record more test results

Attachments

Link to existing

No documents have been attached

Step 22. Select the check box for Recording of Laboratory Tests is complete

Note: For 10 year or older applicants, <u>three</u> results for Sputum Smear and Culture test must be recorded. For under 10 years old applicants, <u>three</u> results for Sputum Smear test must be recorded. An error message will display if one of the required test result is missing when the **Recording of Laboratory Test is complete** is checked.

Note: When recording a **Yes** response for **Clinical diagnosis of TB?** where results for Sputum Smear or Culture tests are recorded **Negative**, a warning message will be displayed.

Specim	en obtained		Test date	Test name	Result	Remarks	
19 Oct 2	017		26 Oct 2017	Sputum Smear	Negative	-	
26 Oct 2	017		26 Oct 2017	Sputum Smear	Negative	-	
26 Oct 2	017		26 Oct 2017	Sputum Smear	Negative	-	
🛦 Wa	rning						
Saving TB.	this exam (by clickir	ng 'Save' or 'Next' any	where in the exam) with a 'Clir	nical diagnosis of TB' will	notify the US Embassy / Co	nsulate that this applican	t is Classified 'A'
Clinic diag	nosis of TB?		Recording of Laboratory	Tests is complete *) No			
		Sputum Smear a red in the naviga	nd/or Culture test resu tion pane.	ult or Yes response	e to Clinical diagno	sis of TB?, the Ac	tive TB
	Exam in						
CURRENT	Progress	Specimen obtained	Test date	Test name	Result Remark	(S	
		06 Oct 2017	10 Oct 2017	Sputum Smear	Positive -	/ 💼	
	*	07 Oct 2017	11 Oct 2017	Sputum Smear	Negative -	/ 1	
NEXT	Submitted	11 Oct 2017	15 Oct 2017	Sputum Smear	Negative -	/ 🖬	
			Recording of Lat	boratory Tests is complete *			

Note: For applicants > 10, if any Culture result is not recorded or any Smear result is not 'Negative' or any other Culture result is 'Positive' or 501 Type of source case TB type is MDR or 502 Cavitary Lesion is ticked then system will display an error message.

A Warning

Active TB

Add New 🕜

a. <u>If there is no **Positive** Culture test results</u>, then the **Clinical diagnosis of TB**? question will display

Test date	Test name	Result	Remarks	
05 Sep 2018	Sputum Smear	Negative	-	
06 Sep 2018	Sputum Smear	Negative	-	
07 Sep 2018	Sputum Smear	Negative	-	
08 Sep 2018	Culture	Negative	-	
08 Sep 2018	Culture	Negative	-	
14 Sep 2018	Culture	Negative	-	
	06 Sep 2018 07 Sep 2018 08 Sep 2018 08 Sep 2018	06 Sep 2018 Sputum Smear 07 Sep 2018 Sputum Smear 08 Sep 2018 Culture 08 Sep 2018 Culture 08 Sep 2018 Culture	06 Sep 2018 Sputum Smear Negative 07 Sep 2018 Sputum Smear Negative 08 Sep 2018 Culture Negative 08 Sep 2018 Culture Negative 08 Sep 2018 Culture Negative	06 Sep 2018 Sputum Smear Negative - 07 Sep 2018 Sputum Smear Negative - 08 Sep 2018 Culture Negative - 08 Sep 2018 Culture Negative - 08 Sep 2018 Culture Negative -

Step 23. If all the Sputum Smear/Culture results are negative, select Yes or No if you believe there is, for Clinical diagnosis of TB? question

b. If there is a Positive Culture test result, then the Drug susceptibility tests (DST) and Molecular tests sections

will display

					Ę
Specimen obtained	Test date	Test name	Result	Remarks	
07 Jul 2018	09 Jul 2018	Sputum Smear	Negative	-	
08 Jul 2018	09 Jul 2018	Sputum Smear	Negative	-	
09 Jul 2018	09 Jul 2018	Sputum Smear	Negative	-	
07 Jul 2018	01 Sep 2018	Culture	Positive	-	
07 Jul 2018	01 Sep 2018	Culture	Negative	-	
07 Jul 2018	01 Sep 2018	Culture	Negative	-	
	Recording of Lab	oratory Tests is complete			
Drug susceptibility tests					(
Method of DST	* Select an Option 🗸				
Date specimen obtained	•	**			
Date specimen reported	*	*			
Drug Susceptibility Test Laboratory	* This clinic	\checkmark			
Required for first-line DST					
lsoniazid	* Not selected OF	Resistant O Susceptible			
Rifampin	* Not selected OF	tesistant O Susceptible			
Ethambutol		lesistant OSusceptible			
Pyrazinamide		Resistant OSusceptible			
Molecular tests					
Used in addition?	*● Not selected O	′es ○No			

Step 24. Select a test from the Method of DST drop down list

Step 25. Enter the date for Date specimen obtained

Step 26. Enter the date for Date specimen reported

Step 27. If required, select a clinic for the Drug Susceptibility Test Laboratory (will default to the Referred to clinic)

Step 28. Select radio button from Resistant or Susceptible for finding for each drug listed under the Required for first–line DST

Required for first-line DST	
Isoniazid	* ● Not selected ○ Resistant ○ Susceptible
Rifampin	*● Not selected ○ Resistant ○ Susceptible
Ethambutol	*● Not selected ○ Resistant ○ Susceptible
Pyrazinamide	* ● Not selected ◯ Resistant ◯ Susceptible
Molecular tests	
Used in addition?	*● Not selected ○ Yes ○ No

Step 29. 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

Required for first-line DST					
Isoniazid	*○ Not selected	Resistant	○ Susceptible		
Rifampin	*○ Not selected	OResistant	Susceptible		
Ethambutol	*○ Not selected	Resistant	○ Susceptible		
Pyrazinamide	*○ Not selected	OResistant	Susceptible		
Required for multidrug-resistant cases					
Ethionamide	Not selected	◯ Resistant	◯ Susceptible		
Capreomycin	Not selected	◯ Resistant	◯ Susceptible		
Amikacin	 Not selected 	OResistant	◯ Susceptible		
Para-aminosalycylic acid (PAS)	 Not selected 	OResistant	◯ Susceptible		
Fluroquinalone	Not selected	OResistant	○ Susceptible		
Specify	Required				
Susceptibility to other drugs					
Molecular tests					
Used in addition?	• Not selected	⊖Yes ⊖N	lo		

Step 30. Select radio button from Resistant or Susceptible for finding for each drug listed under the Required for

multidrug-resistance cases

Step 31. For Fluoroquinolone the specify field display and information must be provided

Required for multidrug-resistant cases	3	
Ethionamide	* O Not selected	Resistant Osusceptible
Capreomycin	* O Not selected	O Resistant
Amikacin	* O Not selected	O Resistant
Para-aminosalycylic acid (PAS)	*○ Not selected	Resistant Osusceptible
Fluroquinalone	*○ Not selected	Resistant Osusceptible
Specify	Moxifloxacin	
• Susceptibility to other drugs		
Molecular tests		
Used in addition?	* Not selected 	⊖Yes ⊖No

Step 32. 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 33. Enter details of drug for Other drug 1 and Finding 1 field display

Step 34. Select radio button from Resistant or Susceptible for Finding1

Susceptibility to other drugs	
Other drug 1	Ofloxacin
Finding 1	* Not selected O Resistant Susceptible
Other drug 2	
Other drug 3	
Other drug 4	
Other drug 5	

Step 35. For Molecular tests select Yes or No button for Used in addition?

If Yes is selected, the 中 icon and the **Second line test performed?** question will display.

Molecular tests Used in addition? No results found.	* Not selected Yes No		2
Molecular test	Test for	Finding	
Second line test performed?	* Not selected ○ Yes ○ No		

Step 36. Press the 中 icon to open Add/Edit Molecular test window

Add / Edit Molecular test		+ ×
Molecular test	* Select an Option	
Test for	* Select an Option	
Finding	* Not selected Positive Negative	
		Cancel Ok

Step 37. Select a test performed from the Molecular test drop down list

Step 38. Select the option from the Test for drop down list

Step 39. Select Positive or Negative radio button for Finding

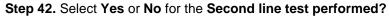
Step 40. Press the Ok button

The recorded performed test will be listed.

Molecular tests	* Not selected	Yes No			
	O Not selected				÷
Molecular test	Test for			Finding	
Hain Line Probe Assay	Mycobad	cterium tuberculosis		Negative	/ 📋
Second line test performed?	* Not selected 	Yes ONo			
Attachments					
Link to existing				A	Add New 🕜
No documents have been attached					
Delete Document Type	Details Attachm	ent type	Sending method	File name	Edit
General Supporting Comments					$\langle \rangle$
Back Close Save					Next

Step 41. Press the **P** icon to record more molecular tests (if performed)

Note: If the Other is selected for	or Molecular test , then you must provide details in the Other field	eld.
Add / Edit Molecular test		+ ×
Molecular test	* Other	
Other	* required	
Test for	* Select an Option	
Finding	*● Not selected ○ Positive ○ Negative	
		Cancel Ok



Step 43. Press the Add New button in the Attachments section

Attachments	
Link to existing	Add New 3

The Add New Attachment window displays.

Add New Attachment				+	×
Attachment type:	* Uploaded	~			
Document type:	*				~
Browse:	*		Browse		
Details					
• Link to another ex	xam				
			Cancel	Sav	/e

Step 44. Select a test report from the Document type from the drop down list

Add New Attachment	+ ×
Attachment type:	Uploaded 🗸
Document type:	
Browse:	Required documents Sputum test results
Details Link to another 	Posteroanterior (PA) chest x-ray image Documents which must be provided if available Previous tuberculosis treatment report Second-Line Test results Optional documents
	Molecular test report Other
	×

Step 45. Press the Browse button to locate and upload the attachment file

Step 46. Press the Save button

Step 47. Press the Add New button again to upload the Required documents (and any other relevant if required)

The uploaded files are listed in the Attachments section.

Attachments							
	Link to	existing					Add New 🕜
)elete	Document Type	Details	Attachment type	Sending method	File name	Edit
1	iii	Sputum test results	-	Uploaded	-	sputum test results.pdf	/
1	iii	Second-Line Test results	-	Uploaded	-	second line test result.pdf	/
1	iii ii	Posteroanterior (PA) chest x-ray image	-	Uploaded	-	Posteroanterior chest x ray image.dcm	/
General Supporting Comments						\sim	
	Back	Close Save					Next

Note: You must attach each document type under the 'Required documents' (mandatory attachments) however it is strongly recommended that any relevant optional document must also be attached. **Note:** The mandatory PA chest x-ray image must be in DICOM format as a dcm file between 3.5-5MB.

Note: You must attach second line test results if Yes is recorded for Second line test is performed? question.

Step 48. Record comments in General Supporting Comments text box, if required

Step 49. Press the Next button

The 603 exam: Review exam details screen displays.

Step 50. Thoroughly review the information that has been recorded

Note: All details in the 603 exam: Review exam details screen are view only. To edit them, return to the 603 exam: Record results screen where the information was initially entered.

Step 51. Press the Submit Exam button

General Supporting Comments	
Back	Submit Exam

Note: The Clerical (Medical) users wil hey are submitting the exam.	need to provide a declaration and select the name of the panel physician on behalf of whom
Declaration	
I have completed this examination report on behalf of	* Select an Option
Back	Submit Exam

This will submit the exam and return you to the **603 exam: Review exam details** screen with a success message displayed on the top of the screen.

Success					
603 Investigation on current state of tuberculosis has been successfully submitted.					
Health Case: RIZ CEAC SUF 1512091504606	603 Investigation on current state of tuberculosis: Review exam details				
NZ_CEAC_30F_1312051304000	Exam details	0			
BE ATTACHED	Exam code Exam description	603 Investigation required to determine the current status regarding tuberculosis. Please include the following information: -Results of 3 current smears and cultures (sputum samples taken on 3 consecutive working mornings, or other appropriate specimens as clinically indicated) and cultures for Mycobacterium tuberculosis (plus drug susceptibility testing (DST) if cultures are positive), -Old chest x-rays for comparison (if available). Reports can be submitted if images available are not digital, -Any previous reports regarding any treatment of tuberculosis.			
KELMJFJNHJMOAOD, Cdbncdgddghjoii MALE, 13 Nov 2005	Exam added by Reason requested	Auto-generated by eMedical 502, Cavitary lesion : Yes			
 Pre exam Health case details Manage Photo 	Exam date Exam status Exam expiry date	12 Jul 2018 Finalized 26 Oct 2018			

Note: If the Sputum smear and/or Culture test, result is **Positive** then at submission the **607 Continued anti-tuberculosis treatment** will be added in the health case if it does not already exist or if the existing **607 Continued anti-tuberculosis treatment** has expired.

Note: If Clinical diagnosis of TB? is Yes then at submission the 607 Continued anti-tuberculosis treatment will be added to the health case if it does not already exist or if the existing 607 Continued anti-tuberculosis treatment has expired.