

## Reporting COVID-19 testing to the State of Alaska

Please refer to the [State testing guidance](#) and the [federal COVID results reporting requirements](#) companion documents as needed.

### May 2023, End of the federal Public Health Emergency (PHE)

The federal Public Health Emergency (PHE) will be ending on May 11, 2023. At this time, the federal requirement for COVID-19 laboratory results reporting is expected to also end. Facilities and testing entities will still need to follow State of Alaska reporting requirements. This Alaska COVID-19 specific reporting document will be collapsed into broader [Alaska guidance for reporting infectious diseases](#) in the summer of 2023.

### Alaska COVID-19 Results Reporting

Reporting **positive** COVID-19 results to the Alaska Section of Epidemiology (SOE) should be completed by the performing organization within the standard/routine reporting of 2 days following completion of testing. Report of **Negative** results, or any results from **Antibody** testing are **NOT** required. Individuals are **NOT** required to report their **at-home testing** or **self-administered testing** results. If an organization's staff is directly administering or interpreting self-test type kits on-site, then the entity must consult with the [CLIA Laboratory Program](#) and positive results must be reported.

All sites performing reportable testing need to coordinate their reporting methodology with SOE prior to beginning testing in order to initiate an acceptable process. When possible, reporting of COVID-19 should be integrated with reporting of other lab-reportable conditions. Acceptable reporting methodologies include:

1. Electronic Lab Reporting (ELR) via HL7 2.5.1 messages
2. Web Portal, CDC PRIME SimpleReport
3. CSV line list uploaded to an SFTP folder
4. Faxing paper reports (this is to be used **only as a last resort** for testing facilities with very low volume or as an immediate stop-gap if other methods fail).

If the best option for your site is not immediately apparent or you have questions about any of these methods, we are happy to discuss. Please contact our laboratory reporting coordinators for more information or to arrange a reporting method: [hss.covidtestreporting@alaska.gov](mailto:hss.covidtestreporting@alaska.gov).

### ELR reporting instructions

Scope internally with your IT, LIMS, and EHR teams to ensure that your software can produce an HL7 2.5.1 message. Facilities with existing ELR feeds for reportable conditions do not need to initiate new feeds but should implement any necessary local changes to EHR and LIMS software that allow COVID tests to be included in the feed. Any time an additional COVID-related test is added to the facility's lab capacity, ensure that

configurations have been put into place to report that test. Please fill out the [Initial Intake Form](#) as a first step in onboarding your facility as a trading partner with our health department.

### Web Portal- CDC PRIME SimpleReport

The U.S. Centers for Disease Control and Prevention (CDC) has a web portal that can be used to report results, and the state of Alaska is connected to receive results submitted into this platform. This system can also save previous patient demographic information and limit the need to re-type these fields for individuals who undergo repeat testing. Please visit the [SimpleReport website](#) as well as the [SimpleReport Introduction and Onboarding video](#) for more information, and if you select this reporting method, sign up for an account directly on the site.

*Note: DOH is not responsible for the security, privacy, or HIPAA compliance of CDC systems. This system has not been evaluated by DOH for security, privacy, or HIPAA compliance.* A link to the SimpleReport User-Guide can be found here: <https://www.simplereport.gov/user-guide/>

### CSV reporting instructions

CSV reporting is best for high-volume sites, especially those with some reporting capacity from within their own record-keeping system. Use the CSV file format included in this packet. Email the reporting contacts listed above to request initiation of an SFTP account, which will be provided via the healtheconnect Alaska vendor MoveIt. Facilities will be expected to review the file format, respond to formatting feedback, and reach 100% compliance with formatting expectations. Files should be saved in the SFTP location's Inbound folder in a .csv file type, not a .xlsx type. Formatting must follow the exact guidance below.

#### File format guidance

General formatting requirements: no commas or other special characters are allowed. If information is not available, leave blank rather than enter in "Unknown" or "N/A" or other indicator, but take note of the column status below prior to leaving any columns blank. The status column indicates whether a variable is required, preferred, or optional. RF variables, or "Required or will hard fail", indicates values that absolutely must be included in the file or the results import will fail. Items indicated R are required, and should be provided, but the message will not fail on import if not provided. Every reasonable effort should be taken to collect and report all required data elements.

Tools and guidance for selecting the appropriate LOINC test codes: <https://loinc.org/sars-coronavirus-2/#ivd> and <https://www.cdc.gov/csels/dls/sars-cov-2-livd-codes.html>, especially the Mapping tool "LIVD SARS-CoV-2 Test Codes.xlsx"

COLUMN NAME	COLUMN HEADER	DESCRIPTION	STATUS (RF=REQUIRED OR WILL HARD FAIL, R= REQUIRED, P=PREFERRED, O=OPTIONAL)	FORMATTING REQUIREMENTS
A	reportingOrganizationCode	CLIA number of facility reporting results to the Section of Epidemiology	RF; If facility does not have a CLIA number, coordinate with	CLIA number

			Section of Epidemiology to be assigned a local ID number	
<b>B</b>	reportingOrganizationDescription	Name of facility reporting results to the Section of Epidemiology	RF	No commas
<b>C</b>	firstName	Patient's first name	RF	No commas
<b>D</b>	middleName	Patient's middle name	O	Middle initial or middle name; No commas
<b>E</b>	lastName	Patient's last name	RF	No commas
<b>F</b>	dateOfBirth	Patient's date of birth	R	MM/DD/YYYY
<b>G</b>	patientSex	Patient's self-reported current sex	R	A= Ambiguous F= Female M= Male N= Not applicable O= Other U= Unknown Can leave blank for unknown
<b>H</b>	Race	Patient's self-reported race	P	1002-5= American Indian or Alaska Native 2028-9= Asian 2054-5= Black or African-American 2076-8= Native Hawaiian or Other Pacific Islander 2106-3= White 2131-1= Other race
<b>I</b>	Ethnicity	Patient's self-reported ethnicity	P	H= Hispanic or Latino N= Not Hispanic or Latino U= Unknown
<b>J</b>	Street	Patient's permanent residence street address	R	No commas
<b>K</b>	City	Patient's permanent residence city	R	
<b>L</b>	State	Patient's permanent residence state	R	2-letter code
<b>M</b>	Zip	Patient's permanent residence zip	R	5-digit zip
<b>N</b>	patientPhone	Current contact phone number	R	(XXX)XXX-XXXX
<b>O</b>	accessionNumber	Must be unique to patient/ test event	O; provide if generated at the facility, otherwise leave blank	
<b>P</b>	specimenCollectionDate	Date the specimen was collected	RF	MM/DD/YYYY
<b>Q</b>	specimenAnalysisDate	Date the test was performed	RF	MM/DD/YYYY

<b>R</b>	orderedTestCode	LOINC code, search for appropriate code based on performed test <a href="https://loinc.org/sars-coronavirus-2/">https://loinc.org/sars-coronavirus-2/</a>	RF	LOINC codes only
<b>S</b>	orderedTestDescription	Test name, such as “SARS-CoV2-PCR”	RF	
<b>T</b>	orderedTestCodingSystem	LN	RF	Literal value: LN
<b>U</b>	resultedTestName	Test name, such as “SARS-CoV2-PCR”	RF	
<b>V</b>	resultedTestCode	LOINC code, search for appropriate code based on performed test <a href="https://loinc.org/sars-coronavirus-2/">https://loinc.org/sars-coronavirus-2/</a>	RF	LOINC codes only
<b>W</b>	resultedTestCodingSystem	LN	RF	Literal value: LN
<b>X</b>	resultedTestResult	Test result	RF	Acceptable responses are Positive, Negative, Indeterminate, or Unsatisfactory
<b>Y</b>	resultedTestNameTwo	Test name, such as “SARS-CoV2-PCR”	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	
<b>Z</b>	resultedTestCodeTwo	LOINC code, search for appropriate code based on performed test <a href="https://loinc.org/sars-coronavirus-2/">https://loinc.org/sars-coronavirus-2/</a>	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	LOINC codes only
<b>AA</b>	resultedTestTwoCodingSystem	LN	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	Literal value: LN
<b>AB</b>	resultedTestResultTwo	Test result	O; Only required if performing an ordered test with multiple resulted tests possible, such as a multi-target flu/ SARS-CoV-2	Acceptable responses are Positive, Negative, Indeterminate, or Unsatisfactory
<b>AC</b>	orderingProvider	Name of provider ordering the test	P	No commas; LASTNAME FIRSTNAME
<b>AD</b>	orderingProviderStreet	Address of provider ordering the test	P	
<b>AE</b>	orderingProviderCity	City of provider ordering the test	P	
<b>AF</b>	orderingProviderState	State of provider ordering the test	P	2-letter state abbreviation
<b>AG</b>	orderingProviderZip	Zip of provider ordering the test	P	5-digit zip code
<b>AH</b>	orderingFacilityID	CLIA number for the facility ordering the test	R; If facility does not have a CLIA number, coordinate with	CLIA number (unless assigned a local ID by Epidemiology)

			Section of Epidemiology to be assigned a local ID number	
<b>AI</b>	orderingFacilityDescription	Name of the facility ordering the test	R	No commas
<b>AJ</b>	orderingFacilityStreet	Street address of the facility ordering the test	R	No commas
<b>AK</b>	orderingFacilityCity	City of the facility ordering the test	R	
<b>AL</b>	orderingFacilityState	State of the facility ordering the test	R	2-letter abbreviation
<b>AM</b>	orderingFacilityZip	Zip of the facility ordering the test	R	5-digit zip code
<b>AN</b>	testingFacilityID	CLIA number for facility performing the test	R; If facility does not have a CLIA number, coordinate with Section of Epidemiology to be assigned a local ID number	CLIA number (unless assigned a local ID by Epidemiology)
<b>AO</b>	testingFacilityDescription	Name of the facility performing the test	RF	No commas
<b>AP</b>	testingFacilityStreet	Street address of the facility performing the test	RF	No commas
<b>AQ</b>	testingFacilityCity	City of the facility performing the test	RF	
<b>AR</b>	testingFacilityState	State of the facility performing the test	RF	2-letter abbreviation
<b>AS</b>	testingFacilityZip	Zip of the facility performing the test	RF	5-digit zip code

### Paper reporting instructions

Complete the Infectious Disease Report Form (<https://health.alaska.gov/dph/Epi/Documents/pubs/conditions/frmlInfect.pdf>) for each person tested. Fax the form and a printed lab report (if available) to SOE at 907-561-4239 or 907-563-7868. **Manual paper reporting is exceedingly time consuming for facilities and SOE and is therefore *discouraged* unless no other method can be utilized.** Please note that paper reporting is not an acceptable method for facilities reporting 100 or more tests per week.

### Guidance for the cruise industry

Cruise ships are governed by CDC guidance for maritime reporting to federal authorities: <https://www.cdc.gov/quarantine/maritime/index.html>. This represents a return to routine reporting practices; there are no longer state-specific requirements in place for individual COVID-19 results reporting from the cruise industry. As per routine practices for any infectious disease scenario on a vessel, information is communicated to state public health authorities by federal authorities to ensure that response efforts can be coordinated locally as needed. Cruiselines or other vessels are welcome to contact SOE for any disease or health concerns they may have: 907-269-8000.