

Reports Overview

November 2025

Agenda

- Understanding Reports
- Commonly Used Reports
- Reporting Best Practices
- Summary & Resources

Understanding Reports

Accessing Reports in NCEDSS

- On the NCEDSS home page, **Reports** can be accessed from the toolbar by selecting the pie chart icon.

North Carolina Electronic Disease Surveillance System

Home ? Refresh Enter Event ID Search Wake Student23

File Search Settings Checkmark Users Share **Reports** Pin

Recent Events

Bookmark	Event ID	Name	Disease
☆	170002715	Address, Test	Chlamydia (200)

[More...](#)

Tasks

No tasks to display

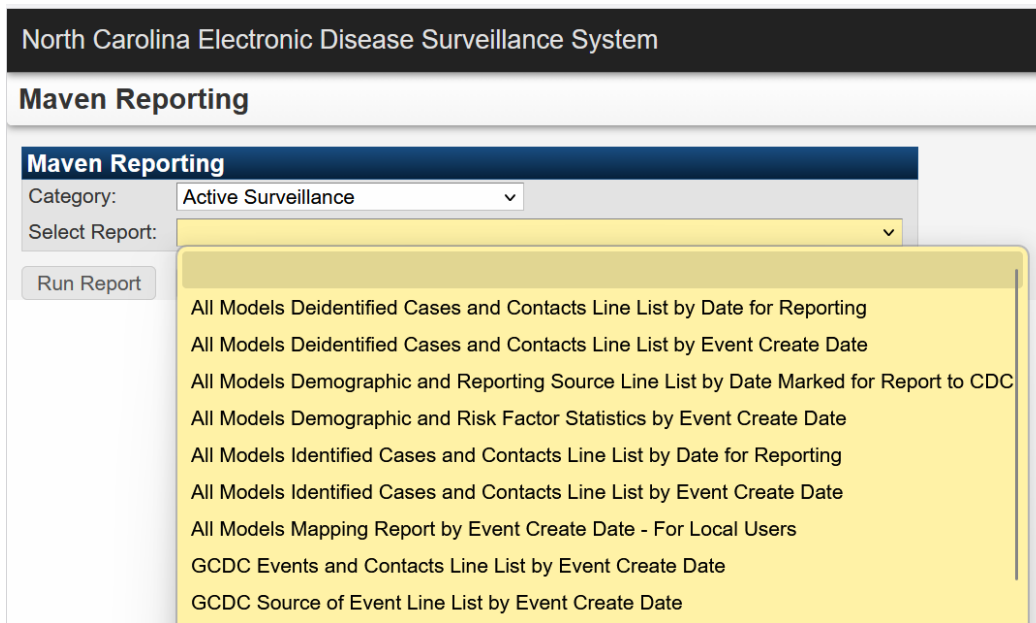
Workflows

Bookmark	Workflow Name	Events	Assigned
☆	02a. Hep B Perinatally Acquired Cases: All Open Events	1	0
☆	5. My Groups' Open Tasks	2	0
☆	Bacterial STDS Where Treatment is Incomplete	38	0
☆	CD Events Submitted for Review and Approval (Bacterial Diseases): 1. Original Assignment	3	0
☆	CD Events Submitted for Review and Approval (Foodborne and Diarrheal Disease): 1. Original Assignment	42	0

Edit

Using the Maven Reporting Screen

- After clicking the **Reports** (pie chart/ ) icon, you'll be taken to the Maven Reporting screen.
- Use the drop-down menus to select a **Category** (e.g., Active Surveillance) and then choose your **specific Report**.



North Carolina Electronic Disease Surveillance System

Maven Reporting

Maven Reporting

Category: Active Surveillance ▼

Select Report: ▼

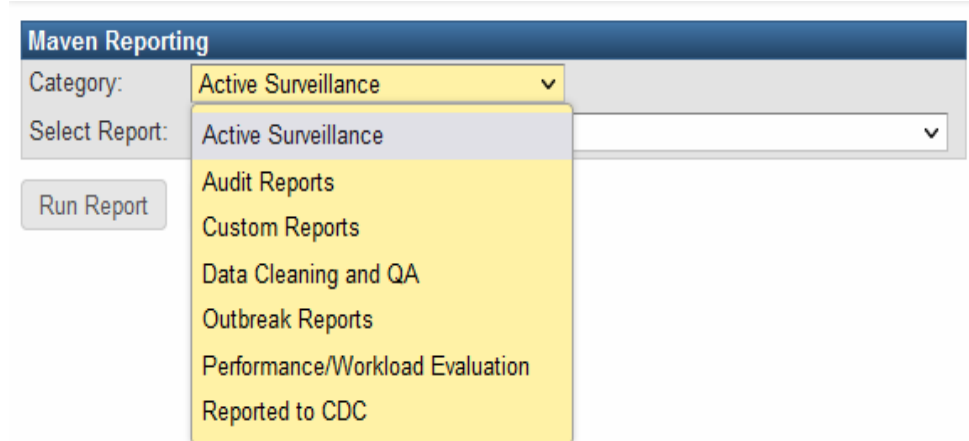
Run Report

- All Models Deidentified Cases and Contacts Line List by Date for Reporting
- All Models Deidentified Cases and Contacts Line List by Event Create Date
- All Models Demographic and Reporting Source Line List by Date Marked for Report to CDC
- All Models Demographic and Risk Factor Statistics by Event Create Date
- All Models Identified Cases and Contacts Line List by Date for Reporting
- All Models Identified Cases and Contacts Line List by Event Create Date
- All Models Mapping Report by Event Create Date - For Local Users
- GCDC Events and Contacts Line List by Event Create Date
- GCDC Source of Event Line List by Event Create Date

Report Categories Overview

- Report Categories:
 - **Active Surveillance:** Reports focused on general disease events and case surveillance
 - **Outbreak Reports:** Reports specific to disease events linked to identified outbreaks.
 - **Data Cleaning and QA:** Reports used for data validation, quality assurance, and identifying inconsistencies.
 - **Reported to CDC:** Reports Summarizing events that have been Reported to the CDC
 - **Audit and Custom Reports** (*if available*): Used for Internal review, system performance, or user-defined reporting needs.

Please note: The reports you can see are based on your user permissions.

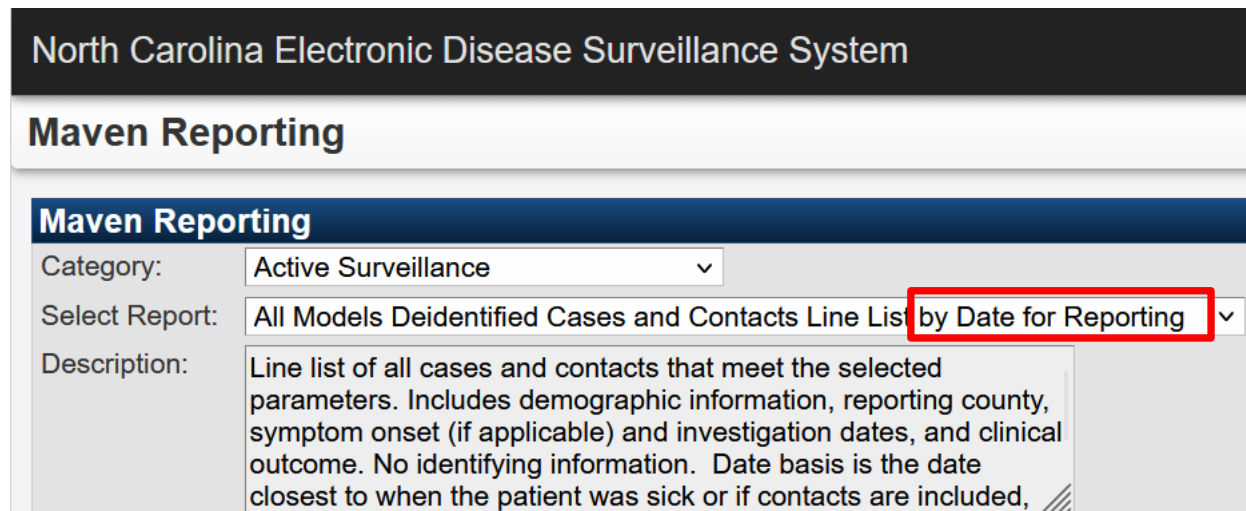


The screenshot shows a web interface titled "Maven Reporting". It features a "Category:" dropdown menu currently set to "Active Surveillance". Below it is a "Select Report:" dropdown menu with a list of report categories: "Active Surveillance", "Audit Reports", "Custom Reports", "Data Cleaning and QA", "Outbreak Reports", "Performance/Workload Evaluation", and "Reported to CDC". A "Run Report" button is located to the left of the "Select Report:" dropdown.

Maven Reporting	
Category:	Active Surveillance ▼
Select Report:	Active Surveillance ▼
Run Report	
Audit Reports	
Custom Reports	
Data Cleaning and QA	
Outbreak Reports	
Performance/Workload Evaluation	
Reported to CDC	

Report Naming Conventions

- The “by” in the report name indicates the criteria by which the report is pulled. Example below is “by Date for Reporting”.



North Carolina Electronic Disease Surveillance System

Maven Reporting

Maven Reporting

Category: Active Surveillance ▼

Select Report: All Models Deidentified Cases and Contacts Line List by Date for Reporting ▼

Description: Line list of all cases and contacts that meet the selected parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included, //

Report Naming Convention

Date Basis	Definition
By Reporting Date	Date of the first positive lab or when the patient was symptomatic; OR if a contact, the date they were identified as a contact
By Diagnosis Date	Date of the earliest diagnosis based on the first positive lab specimen
By Event Create Date	Date the event was first created in NCEDSS
By MMWR Date	A case must have been reported to the CDC to appear in the report output.

Understanding Identified and Deidentified Reports

- Some Reports contain 'Identified' or 'Deidentified' in the name. Identified denotes that the output DOES contain PII/PHI and Deidentified denotes that the output DOES NOT contain PII/PHI

North Carolina Electronic Disease Surveillance System

Maven Reporting

Maven Reporting

Category: Active Surveillance ▼

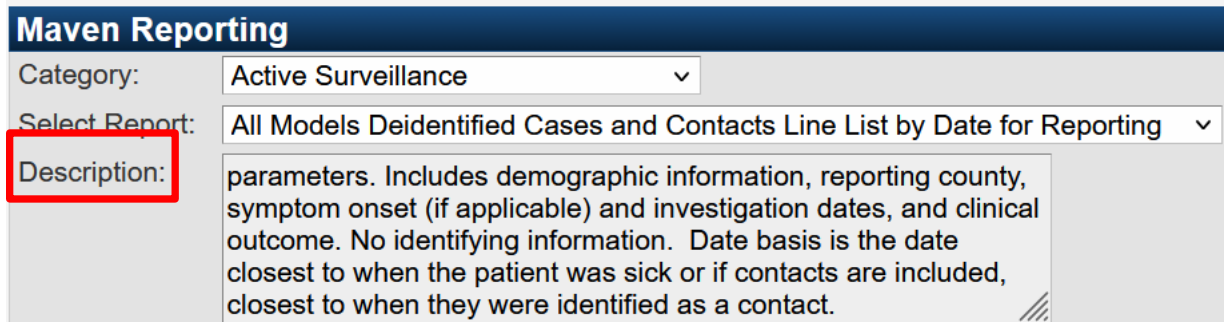
Select Report: ▼

Run Report

- All Models Deidentified Cases and Contacts Line List by Date for Reporting
- All Models Deidentified Cases and Contacts Line List by Event Create Date
- All Models Demographic and Reporting Source Line List by Date Marked for Report to CDC
- All Models Demographic and Risk Factor Statistics by Event Create Date
- All Models Identified Cases and Contacts Line List by Date for Reporting
- All Models Identified Cases and Contacts Line List by Event Create Date

Report Description Field

- The Description field provides details about the selected report.
- It explains what type of data is included, such as demographics, reporting county, symptom onset, and investigation dates.
- Always review this selection to confirm you've selected the correct report before running or exporting



Maven Reporting

Category: Active Surveillance ▼

Select Report: All Models Deidentified Cases and Contacts Line List by Date for Reporting ▼

Description: parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included, closest to when they were identified as a contact.

Customizing Your Report with Parameters

- After choosing your report, the selection criteria fields for that report will automatically appear.
- Selection criteria:
 - Allows for customizing and refining your report output (i.e. selecting specific diseases or timeframes)
 - May be different for each report
 - May be different based on your application permissions
- Selection criteria will change based on the report selected

Note: The selection criteria you see may differ between reports. What's visible or available to you depends on your user role and permissions within NCEDSS.

Maven Reporting

Maven Reporting

Category:

Active Surveillance

Select Report:

All Models Deidentified Cases and Contacts Line List by Date for Reporting

Description:

parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included, closest to when they were identified as a contact.

Disease:

Acute flaccid myelitis (AFM)
Anaplasmosis
Anthrax (3)
Babesiosis

Jurisdiction:

Alamance County
Alexander County
Alleghany County
Anson County

Classification:

Confirmed
Contact
Does not meet criteria
Probable

* Start Date:**

mm/dd/yyyy

* End Date:**

mm/dd/yyyy

Run Report

Export Results

Dashboard

Help

Missing Required Field

- Required selection criteria fields are marked with an asterisk.
- If any required criteria are not entered, NCEDSS will display an error message at the top.
- In this example, the **Start Date** and **End Date** are missing, which prevents the report from running

Maven Reporting

Attention: Required field(s) must be completed.

Maven Reporting

Category: Active Surveillance

Select Report: All Models Deidentified Cases and Contacts Line List by Date for Reporting

Description: parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included, closest to when they were identified as a contact.

Disease: Acute flaccid myelitis (AFM)
Anaplasmosis
Anthrax (3)
Babesiosis

Jurisdiction: Vance County
Wake County
Warren County
Washington County
Watauga County
Wayne County

Classification: Confirmed
Contact
Does not meet criteria
Probable

* Start Date:** mm/dd/yyyy

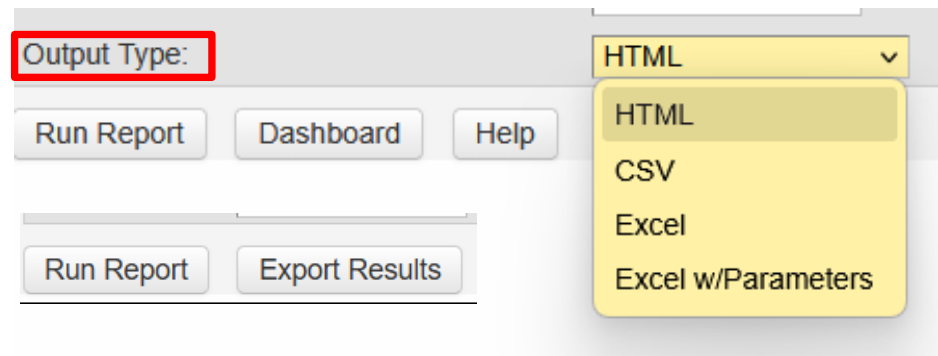
* End Date:** mm/dd/yyyy

Run Report Export Results Dashboard Help

Selecting Report Output Type

- Some reports include an Output Type dropdown, allowing you to choose the format for your results.
- Common output options include:
 - **HTML:** Displays results directly on screen.
 - **CSV:** Exports data into a comma-separated file for Excel.
 - **Excel/Excel W/Parameters:** Exports results into a formatted Excel.

Some reports will show Run Report, Dashboard, and Help. Others will show Run Report and Export Results



Running Reports

- Reports that use a lot of system resources are queued while they run
- The report queue displays below the report; select the (Refresh) hyperlink to update
- When the report is ready, download or delete

Maven Reporting

The selected report has been scheduled for execution

Maven Reporting

Category: Performance/Workload Evaluation ▼

Select Report: LHD Investigation Time Report for County Users ▼

Description: County version of the TIMELINE report - shows time intervals between investigation steps meeting the selected parameters. Although all diseases and counties are listed as selectable, a user will only be able to see what is permitted. If a Model is selected, that takes precedence over any diseases that are selected. If no

MODEL: GCDC ▼

Report Schedule [Refresh](#)

Scheduled Time	Frequency	Created By	Status
11/07/2025 12:02 PM	Queued	Wake Student23 [WakeLHC23]	Pending

Filter: Showing 1 to 1 of 1 entries

First Previous 1 Next Last

Available Reports

Create Date	Created By	File	Action
11/07/2025 12:50 PM	Test Kristin [testkristin]	LHD_INVESTIGATION_TIME_REPORT_FOR_COUNTY_USERS_testkristin_20251107125031.pdf	Download Delete

Filter: Showing 1 to 1 of 1 entries

First Previous 1 Next Last

Report Demo



Report Parameters: What You'll See Next

- In this example, we're searching for Wake County patients with all classification statuses between 11/03/2025–11/07/2025.
- Once you've selected your criteria, you can:
 - Click **Run Report** to view the results directly in NCEDSS, or
 - Click **Export Results** to download the data for offline review.

North Carolina Electronic Disease Surveillance System

Maven Reporting

Maven Reporting

Category: Active Surveillance

Select Report: GCDC Events and Contacts Line List by Event Create Date

Description: Line list of all cases and contacts for all GCDC diseases that meet the selected parameters. Includes demographic information, reporting county, symptom onset(if applicable) and investigation dates, and clinical outcome.

Jurisdiction: Wake County
Warren County
Washington County
Watauga County
Wayne County

Classification: Confirmed
Contact
Does not meet criteria
Probable

* Start Date:** 11/03/2025

* End Date:** 11/07/2025

Run Report **Export Results** Dashboard Help

Viewing Report Results

- Here are the results from the report ran, it will display the selected criteria at the top and the results below.
- In this example, two records were returned: *Tom Turkey* and *Gobbles Mcstuffins*

GCDC Events and Contacts Line List by Event Create Date

Report period: 11/03/2025-11/07/2025

Classification: Any

Jurisdiction: Wake County

Event ID	Create Date	Disease	Classification Status	Party ID	Last Name	First Name	
170002750	11/07/2025	Salmonellosis (38)	Unspecified	PDBFSIYIFUB	Turkey	Tom	
170002751	11/07/2025	Campylobacter infection (50)	Unspecified	PDBFSIYIMWC	Mcstuffins	Gobbles	

Event count: 2 (Filtered for: WakeLHC23 Roles: Local Health Clinician II Groups: Wake CD, Wake STD, Wake VPD)

Commonly Used Reports

Commonly Run Reports in NCEDSS

- **All Models Identified Case and Contacts Line List by Event Create Date**
 - Displays case and contact details with identifying information.
 - Commonly used to review total case counts, demographics, and data quality.
- **All Models Deidentified Case and Contacts Line List by Event Create Date**
 - Displays similar data without identifying information.
 - Useful for aggregate reviews and data quality checks.
- **All Models Mapping Report by Event Create Date (Local Users)**
 - Allows users to visualize and review case locations through mapping or charting features.
- **LHD Investigation Time Report (County Users)**
 - Tracks investigation timelines and case lists by model or disease.
 - Often used for grant reporting and audit purposes.

All Models Identified Cases and Contacts Line List by Event Create Date

Input Example

- The selected criteria include:
 - **Category:** Active Surveillance
 - **Disease:** Campylobacter
 - **Jurisdiction:** Wake County
 - **Classification:** All statuses
 - **Start Date:** 11/03/2025
 - **End Date:** 11/07/2025
- Once all required fields are completed, users can click **Run Report** or **Export Results** to generate and review the data.

The screenshot displays the 'Maven Reporting' interface with the following fields and values:

- Category:** Active Surveillance (dropdown)
- Select Report:** All Models Identified Cases and Contacts Line List by Event Create Date (dropdown)
- Description:** Line list of all cases and contacts that meet the selected parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome.
- Disease:** Campylobacter infection (50) (dropdown menu is open showing options: Botulism - foodborne/wound (10), Botulism - infant (110), Brucellosis (5), Campylobacter infection (50), Candida auris (C. auris))
- Jurisdiction:** Wake County (dropdown menu is open showing options: Wake County, Warren County, Washington County, Watauga County, Wayne County)
- Classification:** Confirmed (dropdown menu is open showing options: Confirmed, Contact, Does not meet criteria, Probable)
- * Start Date:**** 11/03/2025 (calendar icon)
- * End Date:**** 11/07/2025 (calendar icon)

At the bottom, there are four buttons: **Run Report**, **Export Results**, **Dashboard**, and **Help**. The **Run Report** and **Export Results** buttons are highlighted with a red border.

Output Example

- This example shows the output results generated from the selected criteria entered in the previous slide.
- Three records met the criteria
- **Note:** This report contains PII/PHI

All Models Identified Cases and Contacts Line List by Event Create Date

Report period: 11/03/2025-11/07/2025

Disease: Campylobacter infection (50)

Classification: Any

Jurisdiction: Wake County

Event ID	Create Date	Disease	Classification Status	Party ID	Last Name	First Name	Middle Name	Birthdate	Age	Gender
170002753	11/07/2025	Campylobacter infection (50)	Unspecified	PDBFSIYTJUE	Turkey	Tina		11/26/2001	23	Female
170002752	11/07/2025	Campylobacter infection (50)	Unspecified	PDBFSIYTGND	Stuffington	Gravy		11/23/2000	24	Male
170002751	11/07/2025	Campylobacter infection (50)	Unspecified	PDBFSIYIMWC	Mcstuffins	Gobbles		11/25/1999	25	Male

Event count: 3 (Filtered for: WakeLHC23 Roles: Local Health Clinician II Groups: Wake CD, Wake STD, Wake VPD)

All Models Deidentified Cases and Contacts Line List by Event Create Date

Input Example

- The selected criteria include:
 - **Category:** Active Surveillance
 - **Disease:** Salmonellosis
 - **Jurisdiction:** Wake County
 - **Classification:** All statuses
 - **Start Date:** 11/03/2025
 - **End Date:** 11/07/2025
- Once all required fields are completed, users can click **Run Report** or **Export Results** to generate and review the data.

The screenshot displays the 'Maven Reporting' interface. It features several input fields and a list of options. The 'Category' is set to 'Active Surveillance'. The 'Select Report' dropdown is set to 'All Models Deidentified Cases and Contacts Line List by Event Create Date'. The 'Description' field contains a detailed text about the report's content. The 'Disease' dropdown is open, showing a list of diseases with their respective counts: Rubella (36), Rubella - congenital (37), Salmonellosis (38), SARS (coronavirus infection) (71), and Scabies/Lesion/Rash. The 'Jurisdiction' dropdown is also open, showing a list of counties: Transylvania County, Tyrrell County, Union County, Vance County, and Wake County. The 'Classification' dropdown is open, showing a list of statuses: Confirmed, Contact, Does not meet criteria, and Probable. At the bottom, there are two date fields: '* Start Date:**' set to 11/03/2025 and '* End Date:**' set to 11/07/2025. Below these fields are four buttons: 'Run Report', 'Export Results', 'Dashboard', and 'Help'. The 'Run Report' and 'Export Results' buttons are highlighted with a red border.

Maven Reporting

Category: Active Surveillance

Select Report: All Models Deidentified Cases and Contacts Line List by Event Create Date

Description: Line list of all cases and contacts that meet the selected parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information.

Disease: Rubella (36)
Rubella - congenital (37)
Salmonellosis (38)
SARS (coronavirus infection) (71)
Scabies/Lesion/Rash

Jurisdiction: Transylvania County
Tyrrell County
Union County
Vance County
Wake County

Classification: Confirmed
Contact
Does not meet criteria
Probable

* Start Date:** 11/03/2025

* End Date:** 11/07/2025

Run Report Export Results Dashboard Help

Output Example

- This example shows the output results generated from the selected criteria entered in the previous slide.
- One record met the criteria

All Models Deidentified Cases and Contacts Line List by Event Create Date

Report period: 11/03/2025-11/07/2025

Disease: Salmonellosis (38)

Classification: Any

Jurisdiction: Wake County

Event ID	Create Date	Disease	Classification Status	Party ID	Age	Gender	Pregnant
170002750	11/07/2025	Salmonellosis (38)	Unspecified	PDBFSIYIFUB	24	Male	

Event count: 1

All Models Mapping Report by Event Create Date – For Local Users

Input Example

- The selected criteria include:
 - **Category:** Active Surveillance
 - **Disease:** Campylobacter
 - **Jurisdiction:** Wake County
 - **Classification:** All statuses
 - **Start Date:** 11/03/2025
 - **End Date:** 11/07/2025
- Once all required fields are completed, users can click **Run Report** or **View Map**

The screenshot displays the 'Maven Reporting' web application interface. It features several dropdown menus and text input fields for configuring a report. The 'Category' is set to 'Active Surveillance'. The 'Select Report' dropdown is set to 'All Models Mapping Report by Event Create Date - For Local Users'. The 'Description' field contains a detailed explanation of the report's function. The 'Disease' dropdown is set to 'Campylobacter infection (50)'. The 'Address Type' dropdown is set to 'Home'. The 'Jurisdiction' dropdown is set to 'Wake County'. The 'Classification' dropdown is set to 'Confirmed'. The 'Start Date' and 'End Date' are set to '11/03/2025' and '11/07/2025' respectively. At the bottom, there are four buttons: 'Run Report', 'Export Results', 'View Map', and 'Download to Google Earth'. The 'Run Report' and 'View Map' buttons are highlighted with a red rectangular box.

Maven Reporting

Category: Active Surveillance

Select Report: All Models Mapping Report by Event Create Date - For Local Users

Description: Produces a line list of contact information for events that meet the specified parameters. The "View Map" option produces a Google map using the validated addresses of the same events with the Event ID as the label for each event. It allows the user to see if/how events are spatially related.

Disease: Botulism - foodborne/wound (10)
Botulism - infant (110)
Brucellosis (5)
Campylobacter infection (50)
Candida auris (C. auris)

Address Type: Home
Home (Secondary)
Work
Work (Secondary)

Jurisdiction: Wake County
Warren County
Washington County
Watauga County
Wayne County

Classification: Confirmed
Contact
Does not meet criteria
Probable

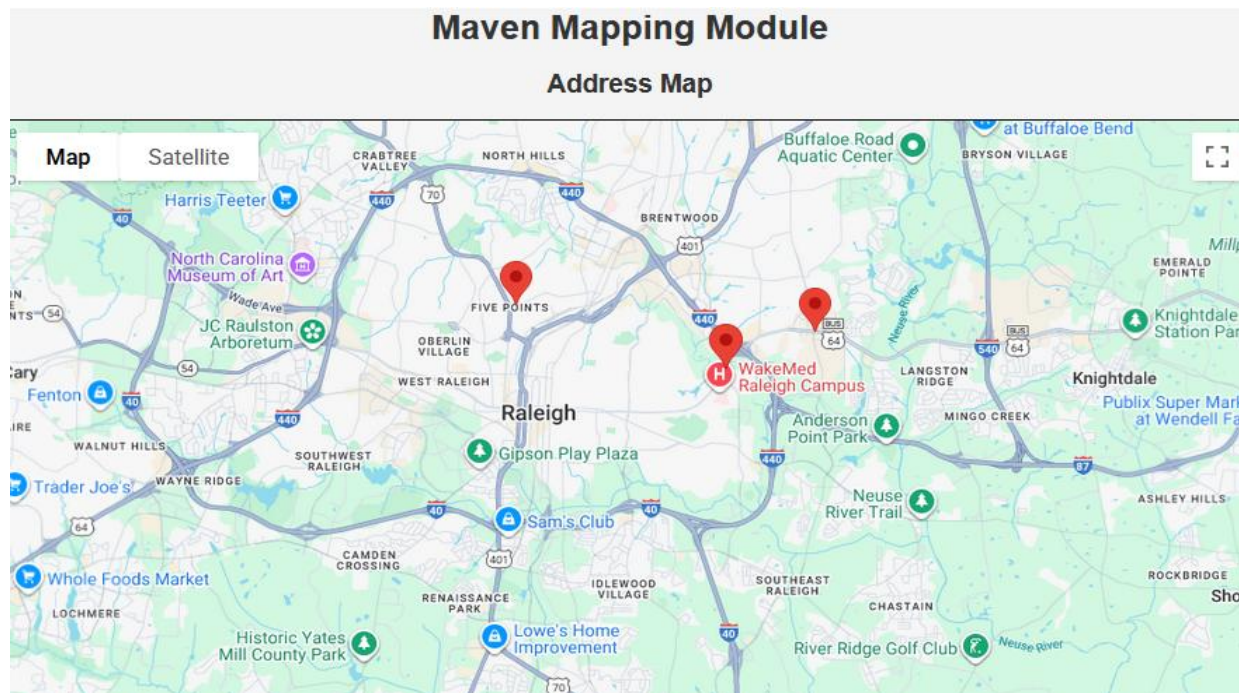
* Start Date:** 11/03/2025

* End Date:** 11/07/2025

Run Report Export Results View Map Download to Google Earth Dashboard

Output Example

- This example shows the output results generated from the selected criteria entered in the previous slide for the map and the report option.
- Three records met the criteria



Note: This report contains PII/PHI

All Models Mapping Report by Event Create Date - For Local Users

Report Time: 11/10/2025 10:51 AM

EVENT_ID	MESSAGE	CREATE_DATE	PERSON	DISEASE	CONTACTPOINT_TYPE	STREET1
104056725	104056725	11/07/2025	Tina Turkey	Campylobacter infection (50)	Home	509 W Whitaker Mill Rd
104056726	104056726	11/07/2025	Gravy Stuffington	Campylobacter infection (50)	Home	3101 New Bern Ave
104056727	104056727	11/07/2025	Gobbles Mcstuffers	Campylobacter infection (50)	Home	4408 New Bern Ave

Query returned 3 row(s) in 8586 ms

LHD Investigation Time Report for County Users

Input Example

- The selected criteria include:
 - **Category:** Performance/Workload Evaluation
 - **Diseases:** All
 - **Jurisdiction:** Wake County
 - **Classification:** All statuses
 - **Start Date:** 11/03/2025
 - **End Date:** 11/07/2025
- Once all required fields are completed, users can click **Run Report**

Maven Reporting

Category: Performance/Workload Evaluation ▾

Select Report: LHD Investigation Time Report for County Users ▾

Description: County version of the TIMELINE report - shows time intervals between investigation steps meeting the selected parameters. Although all diseases and counties are listed as selectable, a user will only be able to see what is permitted. If a Model is selected, that takes precedence over any diseases that are selected. If no

MODEL: GCDC ▾

DISEASES:

- Anaplasmosis
- Anthrax (3)
- Babesiosis
- Botulism - foodborne/wound (10)

* DISEASE_STATUS:**

- Probable
- Reactor
- Suspect
- Under investigation
- Unspecified

* COUNTIES:**

- Wake County
- Warren County
- Washington County
- Watauga County
- Wayne County

* START_DATE:** 11/03/2025 📅

* END_DATE:** 11/07/2025 📅

Run Report Dashboard Help

Output Example

Local Health Department

Investigation Times Report



North Carolina Division of Public Health
Epidemiology Section
Communicable Disease Branch



Report Run

On: 11/10/2025, 10:54 AM
By: Test Kristin

Search Selections

Counties: Wake County
Time Range: 11/03/2025 — 11/07/2025
Status: Confirmed, Contact, Not a case, Probable, Reactor, Suspect, Under investigation, Unspecified
Disease: GCDC

Wake County

GCDC

11/03/2025 — 11/07/2025

Event ID	Disease	Create Date	Status	Classification	Current Assignment	Date of Initial Report to Public Health	Closest Date to When Patient Was Sick	Closest Sick Date Type *	Date of Earliest Illness Identification	Earliest Illness Identification to Pub Hth Notification Interval	First Date Assigned to County	Creation to Acknowledgement Interval (days)	First Date Assigned to State	First Report Interval (days)	Last Date Assigned to County	Last Date Assigned to State	Complete Report Interval (days)	Marked to Report to CDC
104056725	CAMP	11/07/2025	Open	Unspecified			11/07/2025	5										
104056726	CAMP	11/07/2025	Open	Unspecified			11/07/2025	5										
104056727	CAMP	11/07/2025	Open	Unspecified			11/07/2025	5										
104056750	SHIG	11/07/2025	Open	Under Investigation		10/11/2025	10/11/2025	4										

* Values for Closest Sick Date Type: 1 - Date Symptoms Began; 2 - Date of Diagnosis by Health Care Provider; 3 - Date of Laboratory Testing; 4 - Date of Initial Report to Public Health; 5 - Date Event Created.

Output Example

Wake County Investigation Time Report — Summary Report

Measure	Result	Explanation
Total Number of Investigations	4	This measurement represents the routine workload for communicable disease investigation during this period. This includes reports made to your health department which required investigation but do not meet case definition for reporting to CDC. This measurement does not include outbreaks of non-reportable diseases, investigations of infection control breaches nor monitoring of contacts and travelers that may have been assigned to your health department.
Number of Completed Investigations	0	This measurement represents the routine investigative workload received this period that was completed within the period. This is not valid for HIV/SYPHILIS - LEAVE THIS ROW BLANK FOR HIV/SYPHILIS.
Currently Pending Events at Health Department	4	This measurement represents the investigative work initiated in this period still pending. This measurement should ideally be no more than the average number investigations received in a month. Excessive numbers of pending events represent a backlog of work indicating your communicable disease section is not able to keep up with workload.
Number of Pending Reports > 30 days old As of 11/10/2025	0	This measurement represents the work pending that has exceeded the 30 day reporting requirement.
Number of Pending Reports > 60 days old As of 11/10/2025	0	This measurement represents the work pending that has more than twice exceeded the 30 day reporting requirement.
Mean Creation Date to LHD Acknowledgement Interval (days)	0	This measurement is the time it normally takes your health department to acknowledge receipt of events generated by Electronic Laboratory Reports in NC EDSS. Excessive time to review and acknowledge events can mean timely follow up to prevent possible spread of disease may not be occurring. Best practice is acknowledgement within one working day.
Mean First Report Interval (days)	0	This measurement is the time it normally takes your health department to investigate and report an event to the NC DPH.
Mean Completed Report Interval (days)	0	This measurement is the time it normally takes your health department to investigate and report an event to NC DPH and be accepted by DPH for reporting to CDC. A difference between the Mean First Report Interval and Completed Report Interval may indicate excessive returns of events to your health department for corrections or additional information.
Percentage of Reports which meet 30 day First Report Goal	0 %	This measurement is the percentage of events your health department reported to NC DPH within the 30 day reporting requirement.
Number of Events not Acknowledged	0	This measurement represents the number of events which currently have not been acknowledged by assignment to a county group within 3 days of creation.

Reports Demo in NCEDSS



Reporting Best Practices

- Best Practices
- Helpful Tips
- Date Batching

Best Practices

Reporting Best Practices

- **Performance Tips:**

- Reports may run slower during peak hours, especially in the early morning when ELR results are being processed.

- **Tip:** For faster performance, try running reports outside of standard business hours.

- **High Case Volume Reports:**

- For diseases with large data sets, reports should run in **smaller intervals** (less than six months).
- Consider even shorter time frames for very high-volume data (e.g., Gonorrhea and Chlamydia)
- If you are a high-volume county, running volume disease (ex. Wake, Chlamydia), please run reports in manageable increments of 6 months or less.

- **Jurisdiction-Specific Results:**

- Reports run by **local health departments** will only include data for their **assigned county/jurisdiction**, even if multiple counties are selected.

Helpful Tips

Helpful Tips: Selecting Multiple Criteria

- Hold Shift to select a continuous range of options.
- Hold Ctrl to select individual options one at a time.
- Click and drag with your mouse to select everything your cursor touches.



Helpful Tips: Using the “Blank” Option in Reports

- Choosing “Blank” in a non-required field acts the same as selecting all options in that list.

The screenshot displays the 'Maven Reporting' interface. It features several dropdown menus and input fields. The 'Category' dropdown is set to 'Active Surveillance'. The 'Select Report' dropdown is set to 'GCDC Events and Contacts Line List by Event Create Date'. The 'Description' field contains a detailed text description of the report. The 'Jurisdiction' dropdown is highlighted with a red box, showing a list of counties: Alamance County, Alexander County, Alleghany County, and Anson County. The 'Classification' dropdown is also highlighted with a red box, showing a list of classification types: Confirmed, Contact, Does not meet criteria, and Probable. At the bottom, there are two date input fields labeled '* Start Date:**' and '* End Date:**', each with a calendar icon. Below these fields are four buttons: 'Run Report', 'Export Results', 'Dashboard', and 'Help'.

Maven Reporting

Category: Active Surveillance ▼

Select Report: GCDC Events and Contacts Line List by Event Create Date ▼

Description: Line list of all cases and contacts for all GCDC diseases that meet the selected parameters. Includes demographic information, reporting county, symptom onset(if applicable) and investigation dates, and clinical outcome.

Jurisdiction:
Alamance County
Alexander County
Alleghany County
Anson County

Classification:
Confirmed
Contact
Does not meet criteria
Probable

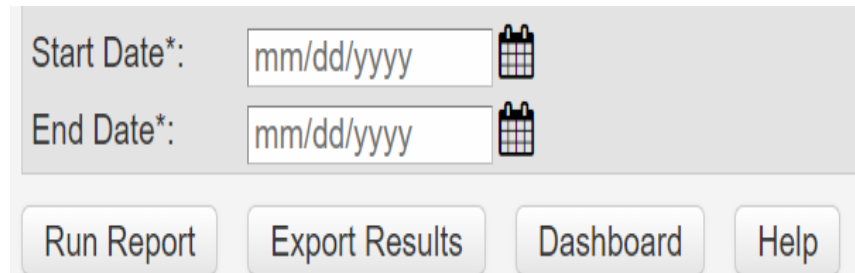
* Start Date:** mm/dd/yyyy

* End Date:** mm/dd/yyyy

Run Report Export Results Dashboard Help

Helpful Tips: Setting Effective Date Ranges

- If a report returns no data, try adjusting the end date to the next day (even if it's a future date).
- If you are running a report to include the data for that day and do not get results, check to see if the report runs on the reporting database. If so, you will only get results from prior to about 2am that day.



The screenshot shows a user interface for setting a report's date range. It features two rows of date selection controls. The first row is labeled 'Start Date*' and contains a text input field with the placeholder 'mm/dd/yyyy' and a calendar icon to its right. The second row is labeled 'End Date*' and also contains a text input field with the placeholder 'mm/dd/yyyy' and a calendar icon to its right. Below these fields is a horizontal row of four buttons: 'Run Report', 'Export Results', 'Dashboard', and 'Help'.

Date Batching

Understanding Date Batching

- What is “**Date Batching**”?
 - Running reports in shorter time intervals (for example: weekly, monthly, or quarterly) instead of one long date range.
- Why Use Date Batching?
 - Helps reports run faster and more reliably.
 - Prevents system slowdowns or crashes caused by pulling large amounts of data at once.
 - Ensures smoother performance for all NCEDSS Users.

Date Batching

- How to “**Date-Batch**” reports?
 - Run reports for smaller increments of time and then merge the spreadsheets together outside of NC EDSS:
 - For counties with very high case volume, especially during surge or periods, run reports for smaller timeframes, such as 6 months or less.
 - Counties with low case volume may be fine to run the report for a 6-month period during any timeframe.
 - If you are not sure whether your report will return a large volume of results, run a test report spanning a few days or weeks.

Date Batching Example

- **Example**, Chlamydia is a high-volume disease, which can slow down report processing if run over long time spans.
- To improve performance, split your report into smaller time intervals.
- After running both reports, compile the results for a complete dataset.

Maven Reporting

Category: Active Surveillance

Select Report: All Models Deidentified Cases and Contacts Line List by Date for Reporting

Description: Line list of all cases and contacts that meet the selected parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included.

Disease: Chlamydia (200)
Cholera (6)
Coronavirus (COVID-19)
Coronavirus death (COVID-19D)
Creutzfeldt-Jakob Disease (66)

Jurisdiction: Vance County
Wake County
Warren County
Washington County
Watauga County
Wayne County

Classification: Confirmed
Contact
Does not meet criteria
Probable

* Start Date:** 11/01/2024

* End Date:** 05/01/2025

Run Report Export Results Dashboard Help

Maven Reporting

Category: Active Surveillance

Select Report: All Models Deidentified Cases and Contacts Line List by Date for Reporting

Description: Line list of all cases and contacts that meet the selected parameters. Includes demographic information, reporting county, symptom onset (if applicable) and investigation dates, and clinical outcome. No identifying information. Date basis is the date closest to when the patient was sick or if contacts are included.

Disease: Chlamydia (200)
Cholera (6)
Coronavirus (COVID-19)
Coronavirus death (COVID-19D)
Creutzfeldt-Jakob Disease (66)

Jurisdiction: Vance County
Wake County
Warren County
Washington County
Watauga County
Wayne County

Classification: Confirmed
Contact
Does not meet criteria
Probable

* Start Date:** 05/02/2025

* End Date:** 11/10/2025

Run Report Export Results Dashboard Help

Summary and Helpful Resources

Summary

- Use the reports icon on the main dashboard
- Reports will take longer during peak hours
- Reports should not be run in timeframes longer than a year
- Users will only be able to see data based on their set permissions and jurisdiction
- Some reports are delayed (reporting) while others are real time

Helpful Resources

- Help Desk, Trainers, and Training Materials are always available for you.
- **Help Desk:**
 - (919)715-5548 or (877)625-9259
 - ncedesshelpdesk@dhhs.nc.gov
- **Trainer:**
 - ncedsstrainings@dhhs.nc.gov
- **Training Materials:**
 - NCEDSS: <https://epi-test.dph.ncdhhs.gov/cd/lhds/manuals/cd/ncedss.html>



Thank you for joining today!

Trainings: ncedsstrainings@dhhs.nc.gov

Helpdesk: ncedsshelpdesk@dhhs.nc.gov