

Women's & Men's Health
Nebraska Colon Cancer Screening Program
Lab Data Entry for Med-It



OVERVIEW:

Nebraska Colon Cancer Screening Program (NCP) is a colon cancer screening program that offers enrollment, screening and education to Nebraska men and women who are 45-74 years of age. Tests and services may include fecal immunochemical test FIT kit for at home testing, colonoscopy and information about healthy living. All screening tests are based upon personal and family history.

HOW TO LOGIN TO MED-IT:

You will need to complete a new Med-It User Profile Form and/or update your profile every fiscal year. This form can be found on the Women's and Men's Health website at: <https://dhhs.ne.gov/Documents/Med-It%20User%20Profile.pdf>

To access Med-It go to: <https://www.med-itweb.com>

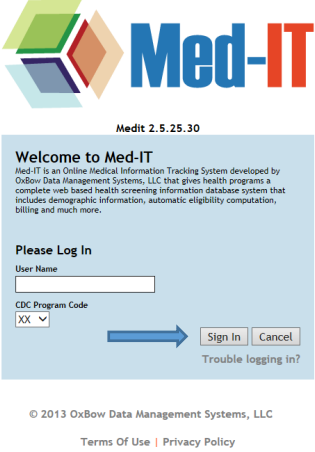

Nebraska has two separate databases to enter FIT kit results.

Nebraska distributes FIT kits in two different ways.

1. Program enrollment: These are entered into the Nebraska Colon Program Database (NE)
 - Kits that start with AGM – Med-It Side (NE)
 - Kits with no numbers or anything - Med-It Side (NE)
 - Search by: Date of Birth
Client Name

2. Community Distribution: These are entered into the Nebraska Colon Coalition Database (CC)
 - Kits that start with AGC – Coalition Side (CC)
 - Kits with HUB acronym and 23 – Coalition Side (CC)
Examples: CD23-0001, EC23-0001, EL23-0001, LAN23-0001, PN23-0001, SH23-0001
 - Search by: FIT #
Date of Birth
Client Name

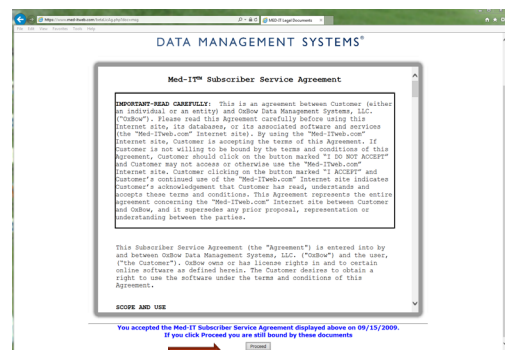
- The following instructions show you how to identify Kits and what database to enter them into:

STEP 1:	STEP 2:
<p>To log in: Enter User Name CDC Program code: Select NE or CC Click on: Sign In</p>	<p>Enter your Password Select Login</p>
	

The next two screens you see are online service agreement and terms of use information. Please review and proceed through each time you enter into Med-It.

Click 'Proceed' to continue.
 You'll have to click 'Proceed' two times

You are now logged into the Med-It Database Management System.



HOW TO SEARCH FOR CLIENTS:

AGM and kits without any numbers or anything they are an NCP (NE side) client.
*There is not an FIT# for these clients.

Search by: Date of Birth
Client Name

Nebraska Breast & Cervical Cancer Program

Search Clients

Search By DOB/Numbers

Search By Name/DOB/Zip Code

DOB: []

Last Name: []

First Name: []

Address: []

Zip Code: []

Include Pending Clients:

Last Search Results

MED-IT ID	Last Name	First Name	MI	DOB	Last 4 DOB	Zip Code	Region	Status	Program
3024	AAAA	AAA		00/01/1900	00-00-0000	0000		Active 2017	B-C-08

If there is AGC or HUB Acronym with 23 on the vial they are a CHH client (CC side). These will have a unique kit number assigned on the inside flap.

Search by: FIT #
Date of Birth
Client Name

Nebraska Breast & Cervical Cancer Program

Search Clients

Search By FIT #

Search By DOB/Numbers

Search By Name/DOB/Zip Code

FIT #: []

MED-IT ID: []

Last Name: []

First Name: []

MI: []

DOB: []

Last 4 DOB: []

Zip Code: []

Region: []

Status: []

Program: []

Last Search Results

MED-IT ID	Last Name	First Name	MI	DOB	Last 4 DOB	Zip Code	Region	Status	Program
3024	AAAA	AAA		00/01/1900	00-00-0000	0000		Active 2017	B-C-08

- If client is not in the system:
 - Notify Aaron Sweazy by emailing dhhs.nccsp@nebraska.gov name on Vial
 - Also: Kit Number _____ (if there is one)
 - Wait one (1) week and search again.
 - If client is still not in system after waiting a week, contact Aaron Sweazy again by emailing the FIT sheet to CRC Email dhhs.nccsp@nebraska.gov
- CHH will be notified that the client is not in the system or there is not a cycle started for the current year.

Entering Initial Test Results:

- Make sure current cycle is highlighted
- Click on the CRC Data tab
- Click on Initial Test Result/Follow Up in the drop down menu

The screenshot shows the 'Nebraska Breast & Cervical Cancer Program' interface. The 'CRC Data' tab is active, and a dropdown menu is open over it, with 'Initial Test Result/Follow-up' selected. The main form area shows fields for 'Lab received' and 'Lab processed', both with date pickers. The 'Provider' is set to 'Clis-ACC 132nd Center'. On the right, there are alert indicators for '1 CRC Cycle', '22 Alerts! (MDE 6.0)', '0 Alert! (CCDE 1.01)', and '226 Alerts! (WW MDE 9.2)'.

- Click in the space under Date FIT Sent

The screenshot shows the 'Initial Test Result/Follow-up' form. The table below shows one record:

Date FOBT sent	Provider	Delete
	Clis-ACC 132nd Center	Delete

The 'Date FIT Sent' field is highlighted with a red arrow. Below the table is a button labeled 'Add New Lab & Recall Record'. The right side of the interface shows the same alert indicators as the previous screenshot.


Click either:

- Record Negative Results
- Record Positive Results

Nebraska Breast & Cervical Cancer Program

Client Info ▾ BCC Data ▾ CRC Data ▾ WW Data ▾ Billing ▾ Contract/Provider ▾ Reports/Utilities ▾ Type to find... [?] [H] Log Off Admin

Every Woman Matters



NEBRASKA OFFICE OF WOMEN'S HEALTH

Switch Client

ID 39554 [Go] [Clear]

Client Information

AAAA, aaa [BCC] [CRC] [WW]

Status: Active

Active 2017

Cell #: 402-314-8195

SSN: 000-00-0000

DOB: 09/07/1958 (59)

Custom Id:

L>Contact: 07/22/2015

Address

8675309 Jenny Lane
Lincoln, NE

Eligibility

FPL: 224.14%

Status: Ineligible

Enrolled: 05/02/2012

Additional Information

Quick Links

[Reload Screen]

Search Client

Summary of Services

Summary of Notes

Mark to Send Letter

Client Activity

Quick Tips

Terms of Use

Med-IT Privacy Policy

Logged In As

This Page May Contain Protected

Initial Test Result/Follow-up [?] [H]

Initial Test Result/Follow-up from cycle # 1

Lab Entered FOBT Data

1 FOBT returned: Yes No

Client Received: [mm/dd/yyyy]

2 Positive slides: 0

3 Lab received: [mm/dd/yyyy]

Inadequate slide Yes No

4 Lab processed: [mm/dd/yyyy]

Provider: Cis-ACC 132nd Center

City: Omaha

Phone: 402-717-9400

Clinician: Select one

City:

Phone:

5 Provider notified on: [mm/dd/yyyy]

6 Provider notified by: Select one

7 Client notified on: [mm/dd/yyyy]

8 Client notified by: Select one

Record Negative Results Record Positive Results Update Only

Recall Center Data

1st non-retrnd FOBT follow-up: [mm/dd/yyyy] 1st Follow-up by: Select one

2nd non-retrnd FOBT follow-up: [mm/dd/yyyy] 2nd Follow-up by: Select one

2nd FOBT given: [mm/dd/yyyy] Follow-up Complete:

Positive FOBT follow-up: [mm/dd/yyyy] Why not returned: Select one

Date Colonoscopy Referred: 01/01/2016 [mm/dd/yyyy]

Date Colonoscopy Scheduled: [mm/dd/yyyy]

Colonoscopy Provider: Select one

Date Colonoscopy performed: 01/01/2016 [mm/dd/yyyy]

Immediate follow-up: [mm/dd/yyyy] Complications: Select one

Complication form date: [mm/dd/yyyy] Complications: Select one

30 days follow-up date: [mm/dd/yyyy]

Complication form date: [mm/dd/yyyy]

[Update] [History] [Send Another FOBT]

1 CRC Cycle

#	Date	A...	N1	N2
1	07/01/20...	57		

Due Dates

22 Alerts! (MDE 6.0)

0 Alert! (CCDE 1.01)

226 Alerts! (WW MDE 9.2)

You will need to enter the following information:

- | | |
|------------------------|---------------------------------------|
| ① FIT returned | ⑥ Provider notified by |
| ② Positive Slides | ⑦ Client notified on |
| ③ Lab Received | ⑧ Client notified by |
| ④ Lab Processed | ⑨ Record negative or positive results |
| ⑤ Provider notified on | |

Once all the information above is entered, click **Update**.

(NCP Client) (NE)	Coalition Side (CC)								
<p>LABELING:</p> <ul style="list-style-type: none"> ALL WHITE LABELS DISTINGUISH KITS DISTRIBUTED BY THE PROGRAM! NCP required to label kits prior to distribution. NCP mails FIT kits to clients. <table border="1" data-bbox="289 354 856 391"> <thead> <tr> <th>Region</th> <th>Code</th> <th>Region</th> <th>Code</th> </tr> </thead> <tbody> <tr> <td>CRC Ag Project</td> <td>AGC</td> <td></td> <td>AGM</td> </tr> </tbody> </table>	Region	Code	Region	Code	CRC Ag Project	AGC		AGM	<p>LABELING:</p> <ul style="list-style-type: none"> WHITE AND GREEN LABELED KITS DISTINGUISH KITS DISTRIBUTED BY COMMUNITY HEALTH HUBS! CHH required to label and number FIT kits prior to distribution. Kits numbered with each CHH two letter code followed by 23 (for 2023 distribution, etc.) and then a number with the option to add a unique code for distribution site. (EXAMPLE: NC23-1, NC23-2, etc.) Kit numbers should be entered exactly as they are written on the form (with or without spaces between the code and numbers). CHH are to adhere to label instructions and are to make sure the FOBT kit and applications have the same corresponding number.
Region	Code	Region	Code						
CRC Ag Project	AGC		AGM						
<p>HOW TO ENTER KITS FROM SPECIAL AG PROJECT In Collaboration with UNMC and Buffet Cancer Center FIT kits were distributed to men and women 45-74 from either the NCP program database or the coalition database.</p>									
<ul style="list-style-type: none"> The kit number determines which database you will enter client results in. Kit numbers starting with AGM go into the NCP Database (Select NE from CDC Program Code Dropdown) Kit numbers starting with AGC go into the Coalition Side (Select CC from CDC Program Code Dropdown) 									
<p>SEARCHING:</p> <ul style="list-style-type: none"> Client Date of Birth Client Name 	<p>SEARCHING:</p> <ul style="list-style-type: none"> FIT# Client Date of Birth Client Name <p><i>*If client is not in the data system, notify Aaron Sweazy by emailing dhhs.nccsp@nebraska.gov to Wait one (1) week and search again. If client is still not in system after waiting a week, contact Aaron Sweazy again by sending the FIT sheet.</i></p>								
<p>PROCESS:</p> <ol style="list-style-type: none"> NCP labels FIT kits and distributes kits to clients Client returns completed FIT kit to lab NCP contacts Client if FIT kit not returned timely Lab sends results to provider Provider can contact the Client Lab sends results to client 5 days later Lab sends results directly to CLIENT IF data system says 'Fix It' for Provider Lab Emails NCP at the FIT sheet if: <ul style="list-style-type: none"> Positive results - Client receives recommended follow up from NCP Problems are found with the FIT kit 	<p>PROCESS:</p> <ol style="list-style-type: none"> CHH labels FIT kits and distributes kits to clients Client returns completed FIT kit to lab Lab sends results to provider Lab sends results to client 5 days later Lab sends results directly to CHH IF data system says 'Fix It' for Provider Lab emails NCP: the FIT sheet if: <ul style="list-style-type: none"> Positive results - Client receives recommended follow up from NCP Client not in the data system or no new cycle is started 								
<p>Questions: Aaron Sweazy, Health Educator Phone: 402-471-6567 Fax: 402-471-0913 dhhs.nccsp@nebraska.gov</p>									