

## FoodNet Coordinator Survey

The following questions will be used as the basis for discussion during the FoodNet coordinator's meeting at the 2004 Vision meeting. The purpose of the survey is to verify and document current surveillance procedures. Workload issues and methods of conducting FoodNet business are also of interest. If you have questions as you work through the survey, contact Jennifer Nelson (404-371-5409). Please return the survey to CDC by **March 12, 2004**.

State                      Affiliation (health department or university)

Person Completing the Form:

Position:

Date:

### Laboratory Participation

1. In 2004, how many hospital/reference laboratories are in your defined site (i.e., laboratories from which you ascertain cases)?  
                     Hospital: \_\_\_\_\_                      Reference: \_\_\_\_\_
  
2. In 2004, how many of the participating labs are computerized and give you regular printouts?  
                     \_\_\_\_\_
  
3. In 2004, how often do you receive the printouts?  
                     \_\_\_\_\_ Daily: From how many labs? \_\_\_\_\_  
                     \_\_\_\_\_ Weekly: From how many labs? \_\_\_\_\_  
                     \_\_\_\_\_ Monthly: From how many labs? \_\_\_\_\_  
                     \_\_\_\_\_ Quarterly: From how many labs? \_\_\_\_\_  
                     \_\_\_\_\_ Twice a year: From how many labs? \_\_\_\_\_  
                     \_\_\_\_\_ Upon request: From how many labs? \_\_\_\_\_
  
4. In 2003, how often did you perform physical visits to the labs and review log books?

	Number of audited laboratories
Monthly	
Quarterly	
Twice/year	
Once/year	
Never	

4b. In 2003, what were other methods you used to audit labs?

5. In 2003, what were negative and positive observations you made relevant to clinical/reference laboratory involvement and cooperation?

## HUS Surveillance

1. In 2003, did you report your HUS cases to CDC at least once per month (i.e., sent database or informed CDC of no new HUS cases)?  
\_\_\_\_\_ yes                      \_\_\_\_\_ no
- 1a. If no, how frequently did you report your HUS cases to CDC?  
\_\_\_\_\_ Weekly  
\_\_\_\_\_ Every other month  
\_\_\_\_\_ Quarterly
- 1b. If no, what were the obstacles to reporting HUS cases to CDC at least once per month?

## Case Ascertainment

1. In 2003, how is a case identified in your surveillance area? (mark all that apply)  
\_\_\_\_\_ NETSS or other state reporting systems (e.g., reportable disease report form)  
\_\_\_\_\_ Regular phone contact with labs  
\_\_\_\_\_ Regular lab visits  
\_\_\_\_\_ PHLIS  
\_\_\_\_\_ Other, please specify \_\_\_\_\_
2. In 2004, how many surveillance officers are there at your site? \_\_\_\_\_
  - How many are part time in FoodNet? \_\_\_\_\_
  - How many are full time in FoodNet? \_\_\_\_\_
  - Of those fulltime, what other duties do they have aside from FoodNet?
3. If there is >1 surveillance officer, how is the work load divided among the surveillance officers at your site?  
\_\_\_\_\_ By laboratory  
\_\_\_\_\_ By county  
\_\_\_\_\_ By pathogen  
\_\_\_\_\_ On a case by case basis  
\_\_\_\_\_ Other, please specify \_\_\_\_\_

4. In 2004, how does your site define a duplicate in FoodNet surveillance? Carrier?

Duplicate: \_\_\_\_\_

Carrier: \_\_\_\_\_

5. If information concerning a variables is unknown for a case, do you check unknown or leave the variable blank?

\_\_\_\_\_ Check unknown  
\_\_\_\_\_ Leave blank  
\_\_\_\_\_ Other, please specify \_\_\_\_\_

6. In 2004, how is race information determined?

\_\_\_\_\_ chart review  
\_\_\_\_\_ self-report  
\_\_\_\_\_ birth certificate  
\_\_\_\_\_ other, please specify \_\_\_\_\_

**Data Transmission**

1. In 2004, how are data transmitted from your site to CDC?

\_\_\_\_\_ Data stored in PHLIS at site and transmitted to CDC in DBF files  
\_\_\_\_\_ Data stored in state-specific format, exported into PHLIS, and transmitted to CDC in DBF files (state specific format: \_\_\_\_\_)  
\_\_\_\_\_ Data stored in state-specific format, exported to FN Access file, transmitted in Access file (state specific format: \_\_\_\_\_)  
\_\_\_\_\_ Data stored in state-specific format, exported to DBF file (state specific format: \_\_\_\_\_)  
\_\_\_\_\_ Data stored in state-specific format, exported to SAS file (state specific format: \_\_\_\_\_)  
\_\_\_\_\_ Other, please specify: \_\_\_\_\_

2. Have you had any issues using the FTP site to transmit data to CDC?

\_\_\_\_\_ No  
\_\_\_\_\_ Yes, please specify \_\_\_\_\_

## Date Completeness

1. Ideally, we would like all audit cases and any outstanding cases from the previous 6-month period to be entered in the database by the February 1 and July 1 deadlines. If complete data cannot be entered, basic demographic information for all cases such as county, age (or birth date), race and sex should be entered into the database so that counts can be finalized. Is this February 1/July 1 deadline realistic for your site?  
 yes                       no
2. If this is not a reasonable deadline, what is more realistic for your site and why?
3. Is CDC providing you enough feedback on your data?  
 Yes  
 No, please comment: \_\_\_\_\_

## Working Groups

1. Working Groups were established at the Vision Meeting. Is this appropriate?  
 yes                       no
  - 1a. If not, how would you like to see these groups established?
2. Do you think there should be fewer Working Groups?  
 yes                       no
3. Do you think there are too many Working Group conference calls?  
 yes                       no
4. Do you have any additional comments about the Working Groups?

**Conference Calls**

1. Are the monthly Steering Committee/Coordinator conference calls useful to your site?

Steering Committee: \_\_\_\_\_ yes \_\_\_\_\_ no  
Coordinator: \_\_\_\_\_ yes \_\_\_\_\_ no

If not, please explain:

2. Are you happy with the frequency of the Steering Committee/Coordinator calls?

Steering Committee: \_\_\_\_\_ yes \_\_\_\_\_ no  
Coordinator: \_\_\_\_\_ yes \_\_\_\_\_ no

In not, how often should we have Steering Committee/Coordinator conference calls?

Steering Committee: \_\_\_\_\_ Coordinator: \_\_\_\_\_

3. Previously, FoodNet has had “data sharing” calls. Are you still interested in having these calls?

\_\_\_\_\_ not interested in having these calls  
\_\_\_\_\_ interested but we should have them as needed  
\_\_\_\_\_ interested, should be once/month  
\_\_\_\_\_ interested, should be once/quarter  
\_\_\_\_\_ other, specify: \_\_\_\_\_

**IRB Issues**

1. Within the past two years, have you had problems when submitting FoodNet protocols (e.g., case-control protocols) to IRB?

\_\_\_\_\_ yes \_\_\_\_\_ no

2. If yes, what problems have you had? How can CDC help facilitate this process?

**Training Needs**

1. If funds were available, what kind of training would be useful to the surveillance officers at your site?

\_\_\_\_\_ SAS  
\_\_\_\_\_ Access  
\_\_\_\_\_ Epi Info; version: \_\_\_\_\_  
\_\_\_\_\_ Other software; specify: \_\_\_\_\_  
\_\_\_\_\_ Writing skills  
\_\_\_\_\_ Basic statistics  
\_\_\_\_\_ Other: \_\_\_\_\_

**Other Comments**

1. Do you have any questions, concerns, or suggestions on how to improve the role of coordinators in FoodNet? The role of CDC staff in FoodNet?

**Thanks so much for your prompt response. We are looking forward to the meeting!**