PulseNet Database Team Updates and Reminders



16th Annual PulseNet Update Meeting
August 2012



Objectives

SharePoint:

- Accessing
- Overview
- Reminders
- Upgrade to 2010

PulseNet CDC Updates:

- Pattern Naming Priorities
- Re-uploading Guidance
- MasterScripts 6.0
 - Merging MLVA and PFGE Data
- BioNumerics 6.6 Upgrade
- Updates and Reminders
- Contacts



SharePoint: Reasons for Using

- Detecting Clusters/Outbreaks
- Following Outbreak Investigations
 - Lab Updates
 - Epi Updates
- Comparing Patterns
- Reading Important Documents
 - QA/QC Manual
 - Publications
 - Active cluster reports
 - Weekly cluster bundle files
 - Pattern changes
 - Weekly Epi Report
- Accessing Troubleshooting Information

Please utilize these tools weekly to reduce your workload



SharePoint: Obtaining Access

- SharePoint is administered through the CDC Public Health Partner Portal
- Laboratorians: request access by sending an e-mail to PFGE@cdc.gov
- Epidemiologists: request access by sending an e-mail to outbreakresponse@cdc.gov
- In the e-mail, please provide:
 - First and last name
 - E-mail address
 - Primary phone number
 - Organization
 - Job title
 - Work address



SharePoint: Logging In



Centers for Disease Control & Prevention



Partner SharePoint Web Access



Security ((show expl	lanation)
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This is a public or shared computer

This is a private computer

warning: By selecting this option you acknowledge that the computer complies with your organization's security policy.

username:

Password:

Log On

Conditions of Use and Logon

- You are accessing a US. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for US. Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following:
- You have no reasonable expectation of privacy regarding any communication
 or data transiting or stored on this information system. At any time, and for
 any lawful government purpose, the government may monitor, intercept, and
 search and seize any communication or data transiting or stored on this
 information system.
- Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.
- Use of this system requires adherence to Section 508 of the Rehabilitation Act (29 USC 794d) in the development or distribution of electronic materials. [ESI1]

- Selecting shared computer as your login option will put a time limit on SharePoint inactivity
- Selecting private computer option will not impose a time limit
- We recommend selecting the private option



SharePoint: Changing Your Password



Centers for Disease Control & Prevention



Partner SharePoint Web Access



You could not be logged on. Use the cdcpartners\in front of the user name, and correct password , and then try again. If you have forgoten your user name or password dick on the link below:

https://Change or reset password

Security (show explanation)

- This is a public or shared computer
- This is a private computer

username:

Password:

Log On

Conditions of Use and Logon

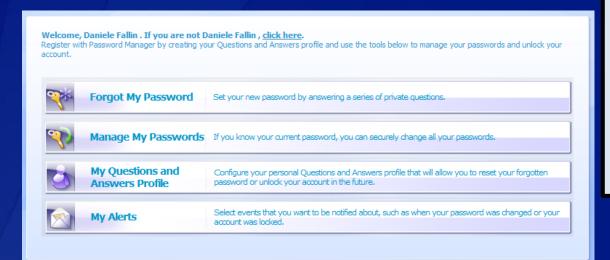
- You are accessing a US. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for US. Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties. By using this information system, you understand and consent to the following:
- You have no reasonable expectation of privacy regarding any communication
 or data transiting or stored on this information system. At any time, and for
 any lawful government purpose, the government may monitor, intercept, and
 search and seize any communication or data transiting or stored on this
 information system.
- Any communication or data transiting or stored on this information system may be disclosed or used for any lawful Government purpose.
- Use of this system requires adherence to Section 508 of the Rehabilitation Act (29 USC 794d) in the development or distribution of electronic materials. [ESI1]

- Passwords expire every 90 days for external partners
- To change your password, click the log on button without entering your credentials
- Click the "https://Change or reset password" link



SharePoint: Changing Your Password

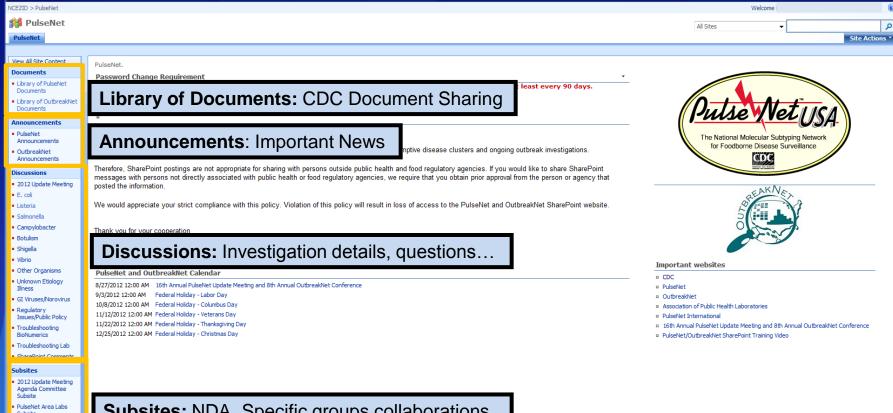




- Enter username
 (without
 cdcpartners\) and
 the displayed
 characters
- Click on the "Forgot My Password" button



PulseNet and OutbreakNet SharePoint Site Information



Subsites: NDA, Specific groups collaborations

PulseNet Northeast Regional Workgroup



PulseNet and OutbreakNet **SharePoint Training Video**

User Settings: Setting and deleting e-mail alerts

Search SharePoint Site

Welcome

All Sites

VCEZID > PulseNet



PulseNet

View All Site Content

Documents

- Library of PulseNet Documents
- Library of OutbreakNet

Announcements

- PulseNet Announcements
- OutbreakNet Announcements

Discussions

- 2012 Update Meeting
- E. coli
- Listeria
- Salmonella
- Campylobacter
- Botulism
- Shigella
- Vibrio
- Other Organisms
- Unknown Etiology
- GI Viruses/Norovirus
- Regulatory Issues/Public Policy
- Troubleshooting **BioNumerics**
- Troubleshooting Lab
- SharePoint Comments

DulcaNet

Password Change Requirement

Passwords expire every 90 days for External Partners (non-CDC staff). You will be required to change your password at least every 90 days.

When you change your password, your user name should NOT include the "cdcpartners\" prefix.

PulseNet and OutbreakNet SharePoint Policy on Sharing Information

Often the PulseNet and OutbreakNet SharePoint postings contain preliminary information on presumptive disease clusters and ongoing outbreak investigations.

Therefore, SharePoint postings are not appropriate for sharing with persons outside public health and food regulatory agencies, If you would like to share SharePoint messages with persons not directly associated with public health or food regulatory agencies, we require that you obtain prior approval from the person or agency that posted the information.

We would appreciate your strict compliance with this policy. Violation of this policy will result in loss of access to the PulseNet and OutbreakNet SharePoint website

Thank you for your cooperation

Peter Gerner-Smidt, M.D., Ph.D. and Ian Williams, Ph.D. M.S. Centers for Disease Control and Prevention

PulseNet and OutbreakNet Calendar

8/27/2012 12:00 AM 16th Annual PulseNet Update Meeting and 8th Annual OutbreakNet Conference

9/3/2012 12:00 AM Federal Holiday - Labor Day

10/8/2012 12:00 AM Federal Holiday - Columbus Day

11/12/2012 12:00 AM Federal Holiday - Veterans Day

11/22/2012 12:00 AM Federal Holiday - Thanksgiving Day

12/25/2012 12:00 AM Federal Holiday - Christmas Day

Important Website Links & SharePoint Training Video





Important websites

□ CDC

PulseNet

OutbreakNet

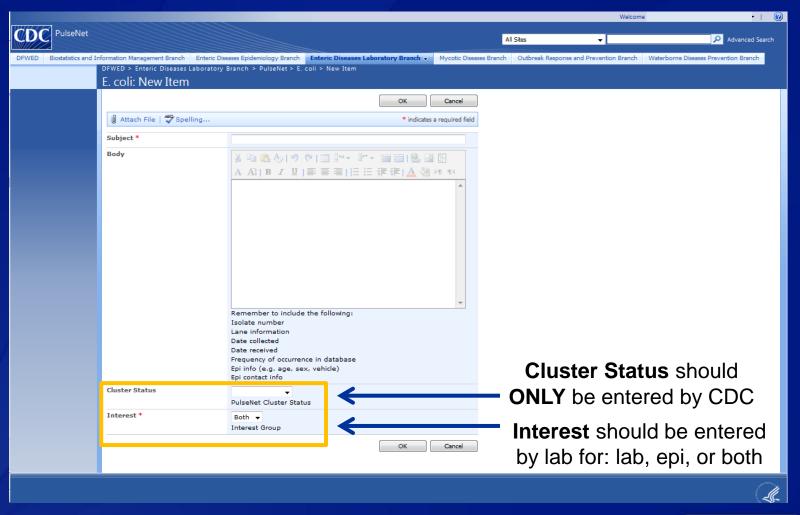
Association of Public Health Laboratories

PulseNet International

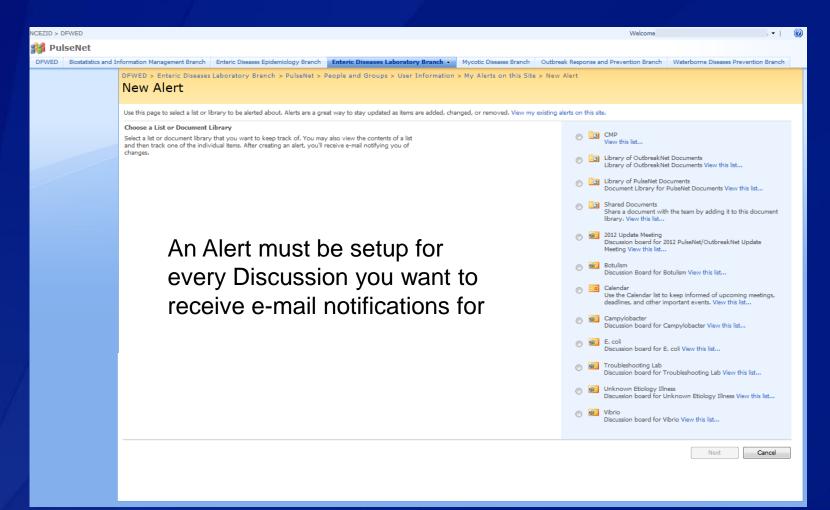
16th Annual PulseNet Update Meeting and 8th Annual OutbreakNet Conference

PulseNet/OutbreakNet SharePoint Training Video











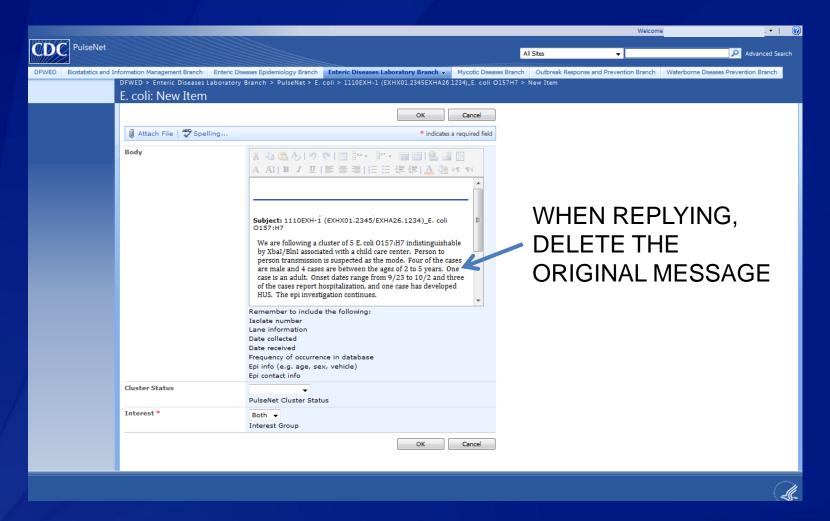




- You will be notified via e-mail when a posting is made to a topic (based on how you set up your alerts)
- If you'd like to reply, please log directly into SharePoint
- You can navigate to the site by choosing a View option
- DO NOT reply to the e-mail message!





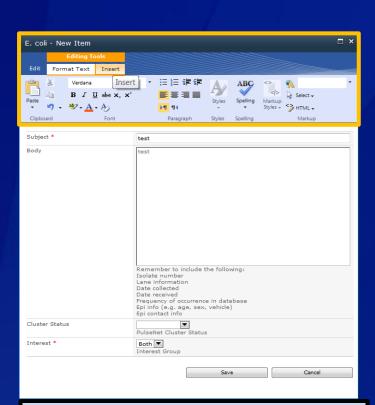




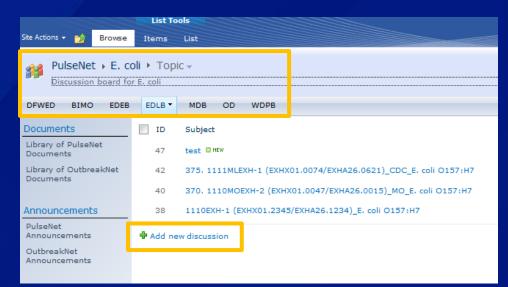
- SharePoint should be used as the primary means of communication for outbreak investigations, updates, and announcements
- Please do not check out documents from SharePoint
- Please do not post pattern names to SharePoint. Pattern names are verified and posted by CDC
- When performing local cluster searches, remember that only patterns that are above baseline and/or have an epi link should be posted to SharePoint



SharePoint: Version 2010 Upgrade



Like other MS Office 2010 programs, SharePoint will now utilize the Ribbon feature for options



- Navigation "Breadcrumb" will look slightly different
- 'Add new discussion' will be located at the bottom of the discussion board instead of toolbar along the top



CDC Updates: Pattern Naming Priorities

STEC/Listeria

- All E. coli and Listeria uploads are named
- Uploads of STEC without serogroup information may not be named if they do not match an existing pattern

Salmonella

- Routinely naming top 20-30 serotypes
- Requests for patterns outside the top 20-30 to be named will be prioritized
- Continue to post clusters to SharePoint even if the serotype is not routinely being named
- A weekly cluster search is performed to monitor unnamed serotypes
- Bln patterns are not routinely named, except in outbreak investigations
- Requests for Blnl patterns to be named will be prioritized



CDC Updates: Re-uploading

- Re-uploading a PFGE image to the PulseNet National databases
 - Always contact PulseNet <u>before</u> re-uploading a tiff to the national database
 - You can either call (404) 639-4558 or send an email to pfge@cdc.gov and include the organism and serotype in the subject line, and include the tiff and key number of the pattern to replace
 - PulseNet will unlink the entry from the previous tiff and will let you know when it is ok to re-upload
 - Contact PulseNet again after re-uploading, and we will confirm that the pattern is linked correctly
- Deleting an Isolate in Your Local Database
 - This will not affect the national database
 - Re-uploading the entry will cause the entry to be linked incorrectly in the national database



CDC Updates: Re-uploading

Uploading Serotype Information

- Updated serotypes should be uploaded to the National Databases
- If a pattern remains unnamed after uploading serotype information, please contact PulseNet (only for all STEC and regularly named Salmonella serotypes)
- Remember to always upload all original lanes on the tiff, not just the lanes that are updated

Updates to Demographic Data

- It is not necessary to contact PulseNet if you are only updating demographic data other than serotype
- Remember to always upload all original lanes on the tiff, not just the lanes that are updated



CDC Updates: MasterScripts 6.0

- To be distributed this year
 - Serotypes to be added to drop down menus
 - Shigella flexneri database scripts
- Currently working on combining PFGE and MLVA E. coli databases
 - PFGE and MLVA data will be uploaded to the *E. coli* National Database
 - Key numbers should be the same for PFGE and MLVA in order for entries to link correctly



- Database team currently uses version 5.01
- CDC PulseNet plans to upgrade in 2012
- Labs can upgrade at their own discretion
 - Labs with a connected database should contact CDC PulseNet before upgrading
- Version 6.6 differences:
 - Importing
 - Additional panels, buttons, and some menu options have been relocated
 - Dendrograms
 - Charts and Statistics



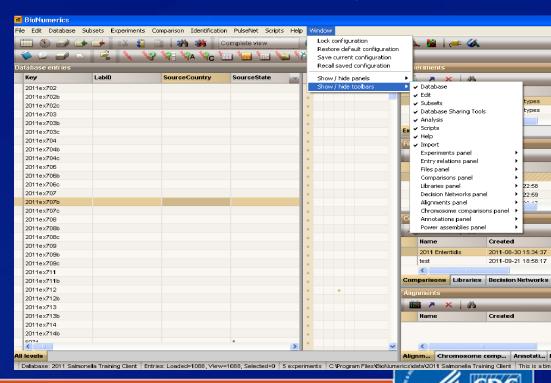
Importing



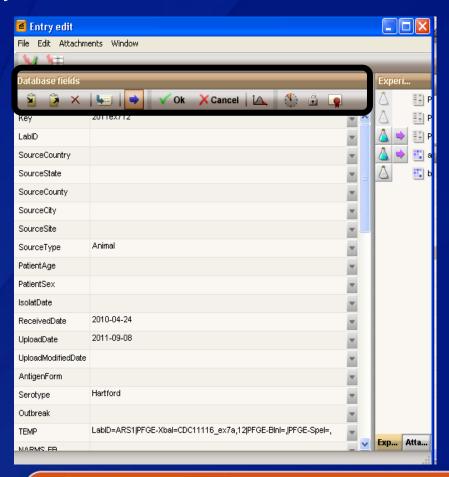
- Import icon has been added to the toolbar
- If a null value is present on your spreadsheet data will not import
- Recommend using ODBC link under the Database pull-down menu
 - If importing from Excel sheet names will automatically populate

AdditionalToolbars/Panels

 Go to Window and choose Show/hide panels and toolbars to change views

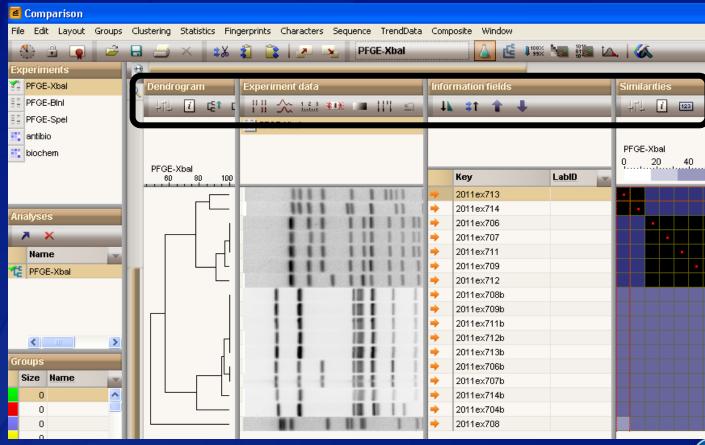


- Additional quick launch icons
 - Entry edit window can now launch charts and statistics



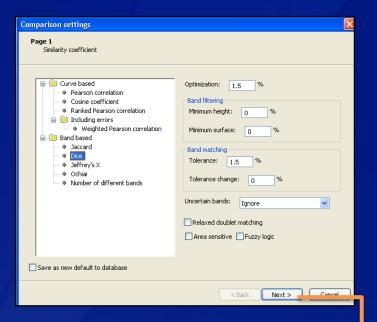


- Additional quick launch icons
 - Comparison window now has quick launch icons to use

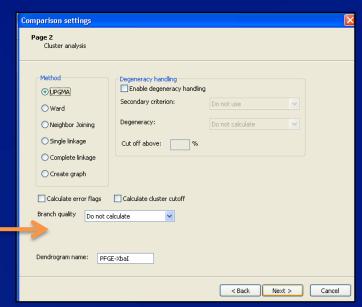




Dendrograms



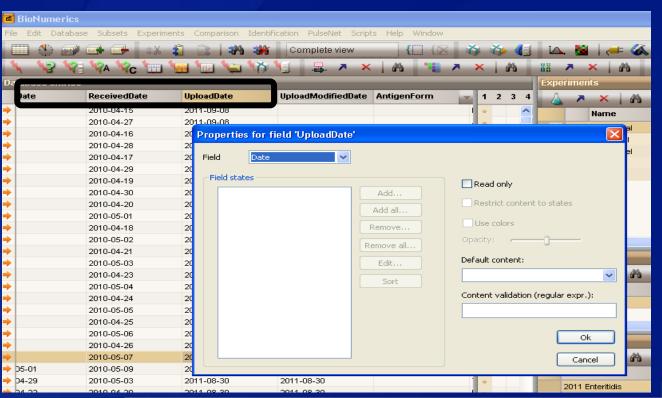
- Creating dendrograms is a two step process
- Default settings have not changed





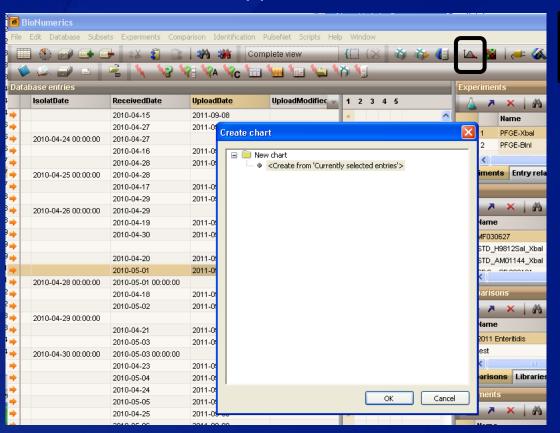
Charts and Statistics

- To graph by a date variable, must convert date fields in database
- Right-click on date field and choose Information Field Properties
- Select Date in the Field menu



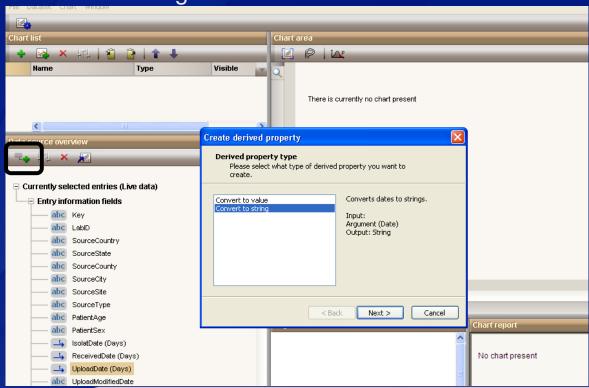


- Charts and Statistics
 - Select entries and launch charts and statistics
 - Create Chart screen appears, click OK



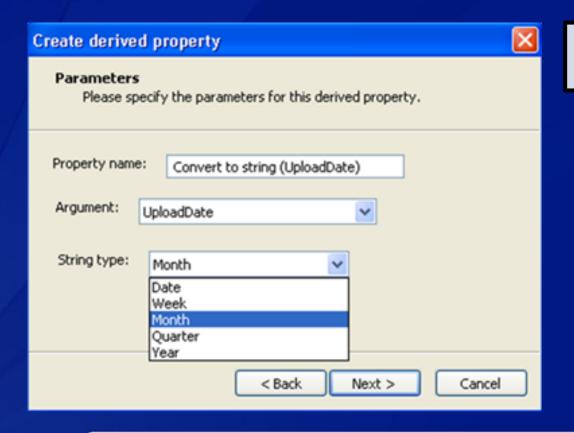


- Charts and Statistics
 - Charts and Statistics divided into 5 windows
 - Select Upload Date in the Data source overview panel and derive property
 - Convert to string and select Next



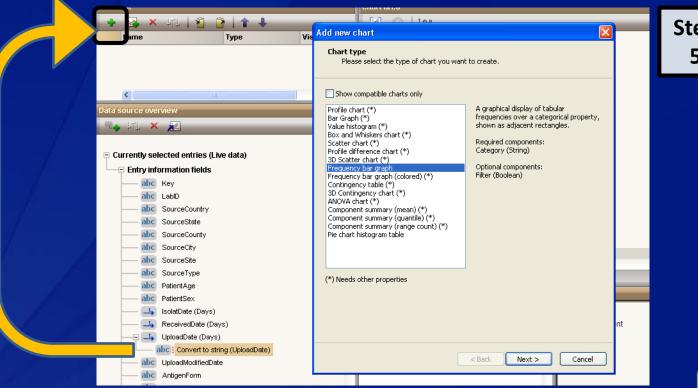


- Charts and Statistics
 - Create derived property by changing the string type
 - String types are: Date, Week, Month, Quarter, and Year





- Charts and Statistics
 - Highlight your newly created converted string and launch the chart
 - Select the type of chart you wish to create and click Next





Charts and Statistics

Create Chart parameters if you wish: ie. Naming chart or click

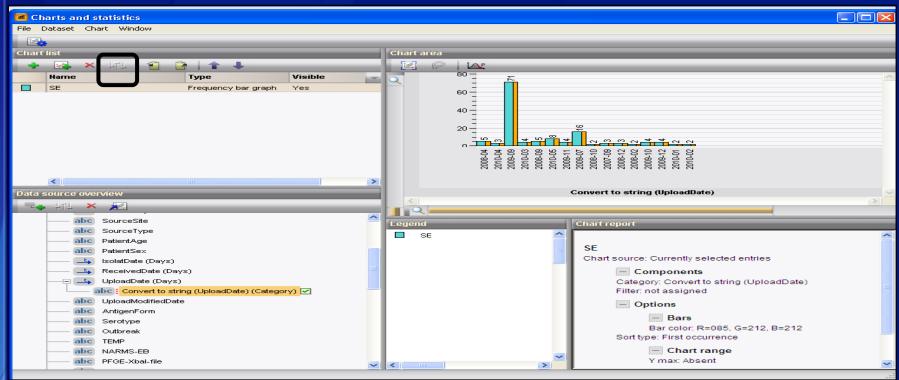
Next

Add new chart	🗶
Chart param e Please spe	eters cify the parameters for this chart.
Chart name: Chart compon Category: Filter:	ents Convert to string (UploadDate) Not assigned
	< Back Next > Cancel

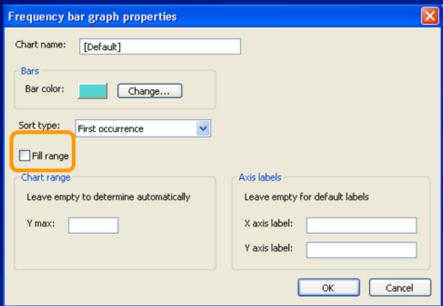




- Charts and Statistics
 - Graph created in Chart area
 - Null values not present, adjust settings to view null values
 - Split color bars indicate the entries are selected in the database

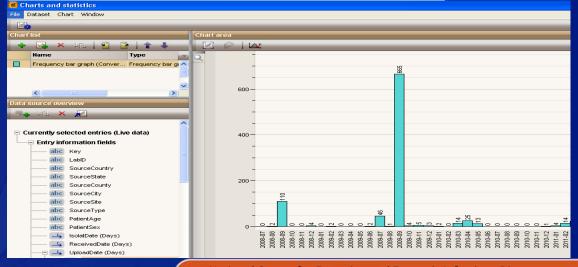






Settings Option:

- Fill range for null values present
- Can change bar colors
- You can label axis

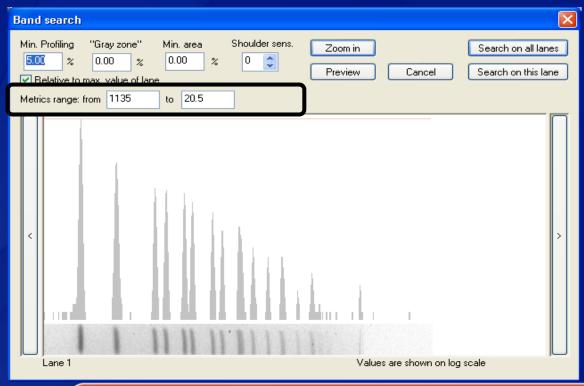


- Null values now present
- Solid bar colors indicate entries NOT selected in database



National Center for Emerging and Zoonotic Infectious Diseases
Division of Foodborne, Waterborne, and Environmental Diseases

- Other Features in BioNumerics version 6.6
 - Comparisons can now hold 20,000 entries
 - You can set your auto-band assign to not mark anything above or below the standard

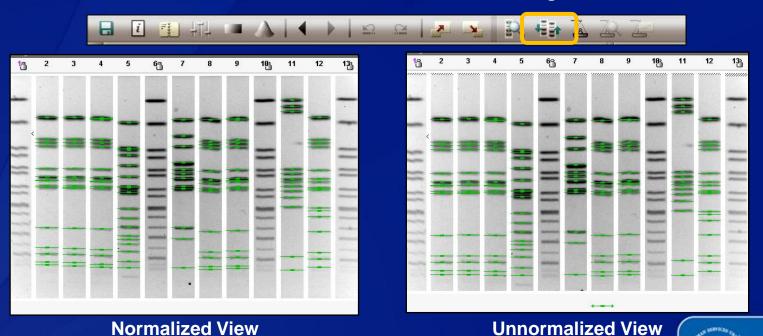




CDC PulseNet Database Reminders

Marking Bands and Standards

- Mark standards according to their flags
- Recommend marking bands manually, but can use "Auto search bands" if gel has minimal artifacts and ghost bands
- If using "Auto search bands" be sure to toggle between the normalized and un-normalized view to ensure band markings are correct



CDC PulseNet Database Reminders

- Provide as much information as possible
 - **Species/Serotype:** Do not leave this field blank (use serotype pending or isolate to CDC) pattern name cannot be "confirmed" until this is entered
 - Source Location: Extremely important for initial investigation and should be the country, state, county, and city of the patient's residence
 - Source Type: Must be one of these five Animal, Human, Environment(al), Food, Unknown
 Source Site: Stool, urine, blood, etc.
 Patient Age and Sex

 - - Age Only enter months or weeks if patient is under 1 year Dates: Isolation and Received

 - Type Details: Use to provide more information about source site
- If importing, remember to check all data for accuracy



CDC PulseNet Database Reminders

Turn Around Time

- Calculated based on received and upload date
- Received date should be entered as the date an isolate is received in the <u>PFGE</u> <u>lab</u>

PulseNet Databases

- Do not keep experiments for other organisms in your local PulseNet databases
- Ex. There should not be an *Xbal* experiment type in your *Listeria* or *Campylobacter* PulseNet databases
- Do not keep other organisms in your PulseNet databases
- Can prevent other labs from uploading

Communication

- When emailing PulseNet about a specific organism, please include the organism and serotype in the email subject
- Please let PulseNet know if someone is leaving or joining your lab



PulseNet CDC: Database Staff



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Salmonella Database
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PulseNet Database: 404-639-4558; E-mail: PFGE@cdc.gov



Thank You

If you have any questions, comments, or suggestions please contact us at 404-639-4558 or e-mail PFGE@cdc.gov



