

National Outbreak Reporting System (NORS)

User Training Document – Other and Unknown Water Section

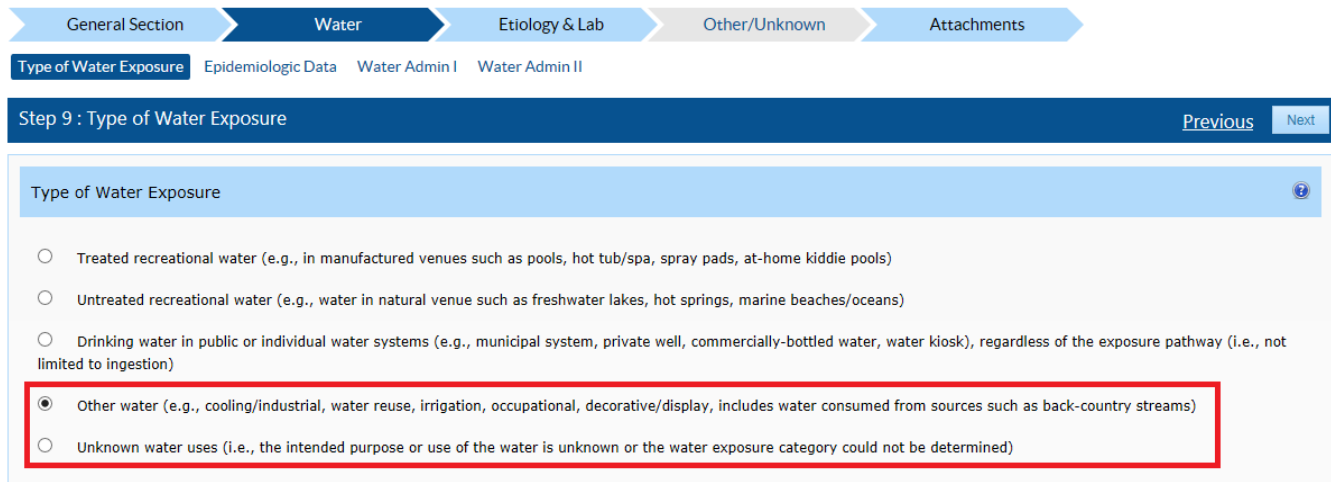
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1. INTRODUCTION – OTHER/UNKNOWN SECTION

This is a National Outbreak Reporting System (NORS) training guide for waterborne disease outbreak reports. The document provides a brief overview of how to complete the Other/Unknown water section in NORS. Training guides for the other types of water sections are available in separate training documents.

In the Water section, after you have selected “Other water” or “Unknown water uses” as the “Type of Water Exposure” and completed the tabs in that section, go to the Other/Unknown section.



General Section Water Etiology & Lab Other/Unknown Attachments

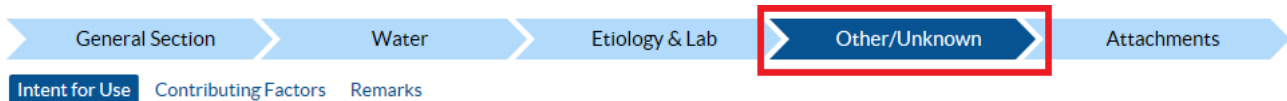
Type of Water Exposure Epidemiologic Data Water Admin I Water Admin II

Step 9 : Type of Water Exposure Previous Next

Type of Water Exposure


- ☐ Treated recreational water (e.g., in manufactured venues such as pools, hot tub/spa, spray pads, at-home kiddie pools)
- ☐ Untreated recreational water (e.g., water in natural venue such as freshwater lakes, hot springs, marine beaches/oceans)
- ☐ Drinking water in public or individual water systems (e.g., municipal system, private well, commercially-bottled water, water kiosk), regardless of the exposure pathway (i.e., not limited to ingestion)
- ☒ Other water (e.g., cooling/industrial, water reuse, irrigation, occupational, decorative/display, includes water consumed from sources such as back-country streams)
- ☐ Unknown water uses (i.e., the intended purpose or use of the water is unknown or the water exposure category could not be determined)

In the Other/Unknown Section, you can to enter data about the intended use of the water, any contributing factors for water implicated, and any remarks from the outbreak investigation.



General Section Water Etiology & Lab Other/Unknown Attachments

Intent for Use Contributing Factors Remarks

If you need additional guidance or have other report questions, click on the Quick Help icon, a blue button with the question mark near the top of each question box within the NORS interface,  or see the NORS-Water Guidance Document at <http://www.cdc.gov/nors/forms.html>.

2. INTENT FOR USE TAB

Begin with the Intent for Use Tab. The Intent for Use Tab collects information about the intended or proposed use of water in the Intent for Use Section and any description of the water implicated in the outbreak investigation in the Water Description Section.

2.1 INTENT FOR USE SECTION

In the “Intent for Use” picklist, select all options that best describe the intended use of the implicated water source by selecting one or multiple intended water uses from the picklist. More than one option can be selected by pressing “Ctrl” on the keyboard as you click multiple options in the “Intent for Use” picklist. If the response includes “Other,” describe the other intended use in the Remarks Tab.

The screenshot displays the NORS application interface for the 'Intent for Use' tab. At the top, a navigation bar shows five sections: 'General Section', 'Water', 'Etiology & Lab', 'Other/Unknown' (which is the active section), and 'Attachments'. Below this, a sub-navigation bar includes 'Intent for Use' (active), 'Contributing Factors', and 'Remarks'. The main content area is titled 'Step 16 : Other/Unknown - Intent for Use' and includes 'Previous' and 'Next' buttons. The 'Intent for Use' section features a picklist with the following options: 'Agricultural - Animal Use', 'Agricultural Irrigation', 'Cooling/Air Conditioning', 'Industrial/Occupational' (highlighted in blue), 'Mister', 'Ornamental', 'Other', 'Trout Stream', and 'Unknown'. Below the picklist is the 'Water Description' section, which contains a green plus icon and a link labeled 'Add Vehicle'.

2.2 WATER DESCRIPTION SECTION

The Water Description Section collects information about the type of Other/Unknown water implicated in the outbreak in a table. To add a water description, click on the “Add Vehicle” link and enter information into the pop-up window. Report the “Water Type” that best describes the water, the “Setting of Exposure”, and if applicable the “USUAL Water Treatment Provided”. If the “USUAL Water Treatment Provided” is “Disinfection” or “Filtration”, please select the “Water Treatment Subtype” that best describes the type of disinfection or filtration method. Click on the “Save” button complete the entry and close the pop-up box. If there is more than one description of the “Water Type”, “Setting of Exposure”, or “USUAL Water Treatment Provided”, click on the “Add Vehicle” link and complete the process listed above.

The screenshot displays the NORS application interface. At the top, there are tabs for 'General Section', 'Water', 'Etiology & Lab', 'Other/Unknown', and 'Attachments'. The 'Other/Unknown' tab is selected. Below the tabs, there are sections for 'Intent for Use', 'Contributing Factors', and 'Remarks'. The 'Intent for Use' section is expanded, showing a list of options: 'Agricultural - Animal Use', 'Agricultural Irrigation', 'Cooling/Air Conditioning', 'Industrial/Occupational', 'Mister', 'Ornamental', 'Other', 'Trout Stream', and 'Unknown'. The 'Add Vehicle' link is highlighted with a red box. A pop-up window titled 'Add Water Vehicle' is open, showing the following fields:

- Water Type: Cooling Tower
- Setting of Exposure: Community/Municipality
- USUAL Water Treatment Provided: Disinfection
- Water Treatment Subtype: Chloramine

At the bottom of the pop-up window, there are 'Cancel' and 'Save' buttons. The background interface also shows a 'Water Description' section with a table and a 'Previous' button.

3. CONTRIBUTING FACTORS TAB

The Contributing Factors Tab collects information about any factors identified that contributed to the outbreak (e.g., that increased water contamination or the likelihood of exposure). Select a factor by clicking on the corresponding radio button to label a factor as “Confirmed/Documented” or “Suspected.” To undo a selection, click on the “Clear” link at the beginning of the row. If a contributing factor is not displayed in this list, it can be manually added. To manually add a contributing factor, scroll to the end of the list and write the contributing factor in the “Factor not found?” field. Click on “Add Factor” button to add the factor to the list. Once a new value has been added, it will be included in list of options available to all NORS users.

General Section
Water
Etiology & Lab
Other/Unknown
Attachments

Intent for Use
Contributing Factors
Remarks

Step 17 : Other/Unknown - Contributing Factors
Previous Next

Factors Contributing to Contamination and/or Increased Exposure to Contaminated Water
?

Confirmed/Documented or Suspected	Factor Name
Clear <div style="display: flex; align-items: center;"> <input type="radio"/> Confirmed/Documented <input type="radio"/> Suspected </div>	wildlife - amphibians
Clear <div style="display: flex; align-items: center;"> <input type="radio"/> Confirmed/Documented <input type="radio"/> Suspected </div>	Wildlife contamination
Clear <div style="display: flex; align-items: center;"> <input type="radio"/> Confirmed/Documented <input type="radio"/> Suspected </div>	Wildlife contamination - Birds
Clear <div style="display: flex; align-items: center;"> <input type="radio"/> Confirmed/Documented <input type="radio"/> Suspected </div>	Wildlife contamination - Mammals

Factor not found?

4. REMARKS TAB

The Remarks tab contains a single text field for any additional comments about the waterborne disease outbreak investigation. Add remarks up to 5000 characters in the box provided. Note that descriptions of water intended for other uses can be added to the remarks.

The screenshot shows the NORS interface for the 'Other/Unknown' section. At the top, a navigation bar includes tabs for 'General Section', 'Water', 'Etiology & Lab', 'Other/Unknown' (which is active), and 'Attachments'. Below this, a sub-navigation bar shows 'Intent for Use', 'Contributing Factors', and 'Remarks' (which is active). The main content area is titled 'Step 18 : Other/Unknown - Remarks' and features a large text input field for remarks. A character count at the bottom left of the input field indicates 'characters left: 5000'. Navigation links 'Previous' and 'Next' are located in the top right corner of the main content area.

General Section Water Etiology & Lab Other/Unknown Attachments

Intent for Use Contributing Factors Remarks

Step 18 : Other/Unknown - Remarks Previous Next

Remarks

characters left: 5000

5. ATTACHMENTS SECTION

Attach any relevant information to the NORS report in the Attachments Section. Do not include any personally identifiable information (e.g., private property's address). The maximum file size acceptable is 4 MB. File types that can be attached include images (e.g., jpeg, png), documents (e.g., Word, PDF), or other file types with information (e.g., Excel). To attach a file, click on the “Browse” button to locate the file, and click the “Upload” button to upload the attachment to the NORS report.

The attached file will appear in a summary table if the file was uploaded successfully.

Document Name	Document Length (bytes)	Document Type	Upload Date
Test.docx	12,717	application/vnd.openxmlformats-officedocument.wordprocessingml.document	09/04/2014

You have now finished reviewing the Other/Unknown Section of a waterborne disease outbreak report. Make sure to click the “*Save Report*” button near the top of the screen before exiting the report.

If you need assistance in completing other sections of NORS, please refer to the online technical and guidance documents located at

<http://www.cdc.gov/nors/>.

For further assistance or for questions or comments, please email NORSWater@cdc.gov.