

On September 18, the Nebraska Department of Health and Human Services (DHHS) has **updated** its **Implementation Guide** and CLIA **reporting spreadsheet (.xlsx download)** that a nursing facility should use to report the results of the antigen tests performed onsite.

The following is the communication sent by DHHS to Nebraska's nursing facilities:

A big 'thank you' to everyone for your patience as we work through this new process together. Overall the COVID-19 test results being sent are very well done.

- *Our efforts to use the DHHS secure email function were not successful and caused confusion for many of you.*
 - *There is updated information about how to send DHHS your results in the updated guide that is attached.*
 - *Please delete the secure email that was sent to you; it does not work and many times has prevented our team from opening the spreadsheets you sent. If this is the case, we will let you know.*
 - *Because the spreadsheet is encrypted; it can NOT be opened without the password so there is no need for you to use your own secure messaging system to protect this information.*
 - *The password will be sent to you shortly in another email.*
 - *You MUST follow the guide instructions exactly to access the spreadsheet using the password and to encrypt the spreadsheet before sending back to DHHS*

- *Be sure to always use the attached Excel spreadsheet when submitting test results.*
 - *All fields are required. Enter only the text that is shown in the guide; do not add different text.*
 - *Look at the updated guide that is attached for more information on how to complete the spreadsheet.*
 - *Our team will reach out to you via email if there is missing data on the spreadsheets you have sent to us.*

DO NOT SEND THESE SPREADSHEETS BACK TO ME: Send them to DHHS.Epi@nebraska.gov as explained in the guide.

We are all learning this together and once we can give you a little feedback on any changes you need to make it will be a much smoother process. Thank you everyone and let us know if you have additional questions.

Connie Ganz | Health Section Administrator I
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Note: Use the password **report2020** to:

- (1) unlock the Excel spreadsheet and
- (2) encrypt the spreadsheet before sending it to DHHS.Epi@nebraska.gov.