FACILITY/PROVIDER RESPONSIBILITIES:

Coronavirus Disease 2019 (COVID-19) is immediately reportable to the local health department per the WV Reportable Disease Rule 64 CSR-7.

LOCAL HEALTH DEPARTMENT RESPONSIBILITIES:

1. Verify report of a death associated with COVID-19 by completing the Novel Coronavirus Death Report form.
2. Confirm a positive laboratory report has been received in the WV Electronic Disease Surveillance System (WVEDSS). If there is no electronic laboratory report, request the reporting facility/provider to send the positive laboratory report and enter into WVEDSS.
3. Send completed Novel Coronavirus Death Report form via electronic fax to (304) 558-8736.
4. Call the WV Department of Health and Human Resources' (DHHR) Division of Infectious Disease Epidemiology (DIDE) epidemiologist on-call to report the death at (304) 558-5358, ext. 1.

STATE HEALTH DEPARTMENT RESPONSIBILITIES:

1. Completed Novel Coronavirus Death Reports should be reported to the DIDE epidemiologist on-call.
2. Document receipt of confirmed laboratory report for COVID-19 in the electrotonic disease surveillance system (WVEDSS) and enter death information into WVEDSS. If a laboratory result is not available in WVEDSS, have the local health department contact the reporting facility to fax a copy of the lab results.
3. Report all deaths associated with COVID-19 immediately to the Office of Epidemiology and Prevention Services Epi Data Management Branch and Office Director via email.
4. Save a completed copy of Novel Coronavirus Death Report form in the shared drive.
5. DHHR's Office of the Chief Medical Examiner should notify DIDE in the event of identification of a deceased person with known COVID-19 by calling (304) 558-5358, ext. 1.