

Instruction Manual Part 2s

SuperMICAR Data Entry Instruction

Errata for Year 2009

Due to the limited number of changes required for data entry instructions in 2009, the 2s Instruction Manual will not be reprinted this year. The *2s Errata for Year 2009* provides replacement pages for the 2008 2s Instruction Manual. Please discard the pages indicated on the errata cover sheet and insert the replacement pages provided. This will update the data entry instructions for 2009 classification purposes.

Page	Content to be corrected	Correction(s)
17	Number 7, "filename" should be " <u>file name</u> "	Corrected page attached
74	Correct first sentence	Corrected page attached
Appendix D	First paragraph, change page to 19	Corrected page attached
Appendix G	Correct misspelled "EVISCERATION"	Corrected page attached

7. To save the header information and open the database file for use, press {ENTER}. The main screen will now show the new file name at the top.

8. If {ESC} is pressed, a pop-up menu is displayed with the message that no file was created. All files must have complete header information.

B. Entering and Saving Certificate Data

Illustration 3.3

SuperMICAR Certificate Entry Screen

The SuperMICAR screen is designed to approximate the medical certification section from the US standard death certificate.

Historically, additional information is defined as information gathered as a result of queries to the physician, results of investigations by coroners or other officials, traffic accident reports, etc. The SuperMICAR Additional Information screen is used for these and other types of data.

AI includes any information or changes of information made to the original certificate. Preserving the original death certificate information is important; therefore, any changes to that information is made on the Additional Information Screen. These changes can be made in several different places for several different reasons.

It is important to remember that SuperMICAR will process only the information on the A.I. screen if an A.I. entry for a particular certificate exists. This means for any certificate that has both original information and additional information, changes to the original certificate will have no effect on SuperMICAR's attempts to match causes of death to their medical entity reference numbers. Only those changes made on the A.I. certificate will be processed. For certificates with no A.I., the data on the original certificate is processed.

Accessing the Additional Information Screen

Each record in a SuperMICAR file can have two separate screens of information associated with it. The first screen, the Certificate Information screen, should contain the cause of death data as it appeared on the death certificate. Theoretically, certified copies of the death certificate information could be taken from this screen. The second screen, the Additional Information (A.I.) screen, contains the overriding information that will be processed by SuperMICAR.

To access A.I. on screen, first navigate to the associated record/certificate (by pressing F5). From there, press {F9} to view the A.I. screen associated with that certificate. Even from the A.I. view, it is not possible to jump directly to a new A.I. record - to find a different A.I. record. First, close any currently-open A.I. screen by pressing {Esc} and then navigate to the desired certificate in normal edit view or use {F3} to go to the next original certificate that has an A.I. record. Press {F9} to see the associated A.I. screen for that certificate. In standard edit certificate view, if a particular certificate has associated A.I., a red indicator will appear in the status bar along the bottom of the screen,

The information on the A.I. screen may be different than that on the Certificate Information screen in cases where information needs to be added to the record as the result of queries. Changes in the record may also be required to assist the SuperMICAR processor in assigning Entity Reference Numbers to the medical conditions on the record. For most records, SuperMICAR will process the original information as it appears on the Certificate Information screen. When the A.I. screen is first invoked, the information from the original screen is copied onto the new screen. After this, the A.I. screen will always retain the changes made to it separately from the Certificate Information Screen.

NOTE: Once a record has an associated A.I. certificate, changes cannot be made to the original certificate. SuperMICAR will not allow it.

Following is a list of symbols and their meanings commonly used in the Cause of Death sections of a death certificate. This list is for use with **Adding Certificates**, pg. 19

- # "Fracture." Substitute for the word "fracture." Example: For "Leg #," type "LEG FRACTURE."
- ↓ "Decreased." Substitute for the word "decreased." Example: For "↓ blood pressure," type "DECREASED BLOOD PRESSURE."
- ↑ "Increased." Substitute for the word "increased." Example: For "↑ hemorrhaging," type "INCREASED HEMORRHAGING."
- $\frac{0}{1}$ "Hour." Substitute for the word "Hour." Example: For "0/1" type "1 HOUR."
- $\frac{00}{11}$ "Secondary to." Substitute for the words "secondary to." Example: For "Pneumonia 00/11 Gunshot wound," type "PNEUMONIA SECONDARY TO GUNSHOT WOUND."
- 1° "Primary." Substitute for the word "primary." Example: For "1° colon cancer," type "PRIMARY COLON CANCER."
- 2° "Secondary to." Substitute for the words "secondary to." Example: For "Pneumonia 2° cardiorespiratory infection," type "PNEUMONIA SECONDARY TO CARDIORESPIRATORY INFECTION."
- \bar{c} "With." Substitute for the word "with." Example: For "Heat stroke \bar{c} Myocardial infarction," type "HEAT STROKE WITH MYOCARDIAL INFARCTION."
- \bar{p} "After." Substitute for the word "after." Example: For "Spontaneous bleeding \bar{p} tracheal tube removal," type "SPONTANEOUS BLEEDING AFTER TRACHEAL TUBE REMOVAL."

- \bar{s} “Without.” Substitute for the word “without.” Example: For “Three weeks \bar{s} taking medication,” type “THREE WEEKS WITHOUT TAKING MEDICATION.”
- w/ “With.” Substitute for the word “with.” Example: For “Heat stroke w/ myocardial infarction,” type “HEAT STROKE WITH MYOCARDIAL INFARCTION.”

CUT WOUND

D –

DAMAGE
DECAPITATION
DECEREBRATION
DISLOCATION
DISMEMBERMENT
DISRUPTION
DROWNING
DROWNING ANOXIA

E –

ELECTRIC CURRENT EFFECTS
ELECTRIC SHOCK
ELECTRICAL BURN
ELECTRICAL INJURY
ELECTRICAL SHOCK
ELECTROCUTION
ENVIRONMENTAL EXPOSURE
ENVIRONMENTAL HYPERPYREXIA
ENVIRONMENTAL HYPERTHERMIA
ENVIRONMENTAL HYPOTHERMIA
EVISCERATION
EXPOSURE
EXPOSURE TO ELEMENTS
EXPOSURE TO ENVIRONMENT

F –

FAMINE
FAT EMBOLISM (SYNDROME)
FIREARMS INJURY
FIREARMS WOUND
FISH STING
FLAME BURN
FOOD DEPRIVATION
FOOD INSUFFICIENCY
FRACTURE
FRACTURE DISLOCATION

FRACTURE INJURY
FREEZING
FRICTION BURN
FROSTBITE
FROZE TO DEATH
FROZEN
FULL THICKNESS BURN (ANY %)

G -

GAS ASPHYXIA
GAS SUFFOCATION
GUNSHOT INJURY
GUNSHOT WOUND

H -

HANGING
HEAT APOPLEXY
HEAT COLLAPSE
HEAT CRAMPS
HEAT EFFECTS
HEAT EXHAUSTION
HEAT FEVER
HEAT HYPERPYREXIA
HEAT HYPERTHERMIA
HEAT PROSTRATION
HEAT PYREXIA
HEAT STROKE
HEMATOMA
HUNGER
HYPERSENSITIVE REACTION
HYPOTHERMIA

I -

IDIOSYNCRACY
IMMERSION
IMPACT INJURY
IMPACT TO SITE
IMPROPER CARE
INATTENTION AFTER BIRTH