



Tuberculosis Control Contact Tracing Procedure

Procedure Number
WCDHB-PPHN-0010

Version Nos:
4

1. Purpose

This Procedure outlines the process for screening clients with newly diagnosed tuberculosis.

2. Application

This Procedure is to be followed by all Community Nursing Staff throughout West Coast District Health Board (WCDHB).

3. Definitions

For the purpose of this Procedure:

Contact Tracer is taken to mean the Community Nurse who undertakes the contact tracing.

Index Case is taken to mean the client with newly diagnosed tuberculosis.

Close Contact is taken to mean members of the immediate family, and others who have shared accommodation with the Index Case in the past 3 months.

Casual Contacts is taken to mean contacts of the Index Case in the work leisure and other settings.

4. Staff Authorised To Perform procedure

This Procedure shall be performed by:

Community Nursing Staff are to over-see all aspects of this process.

5. Resources Required

This Procedure requires:

- i) National Guidelines For Tuberculosis Control In New Zealand (1996)
- ii) Equipment (as per the *WCDHB Mantoux testing Procedure*)
- iii) Contact Investigations Flow Chart
- iv) Tuberculosis Tracing Form

6. Process

1.00 Medical Officer of Health will notify Contact Tracer of Index Case.

1.01 Contact Tracer will make contact with Index Case to arrange initial interview (Index Case should already have been informed by their GP/Physician of the need for contact tracing.

1.02 The Contact Tracer is to obtain the names, addresses and ages of all contacts, record these on the Tuberculosis Tracing Form and then determine whether they are close or casual contacts.

1.03 Once the information has been obtained, the Contact Tracer is to discuss this with the Medical Officer of Health and plan Mantoux testing, chest x-rays and which contacts will require immediate referral to a Specialist.



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- 1.04 The Contact Tracer is to make arrangements with the contacts at a suitable time and venue for the Mantoux testing.
- 1.05 Mantoux testing is to be carried out as per the requirements of the *WCDHB Mantoux Testing Procedure*.
- 1.06 Where a chest x-ray is required, arrangements are to be made for this to occur.
- 1.07 Mantoux results are to be forwarded by the Contact Tracer to the Medical Officer of Health who is to determine if further follow up(s) is required.
- 1.08 The Contact Tracer is to keep current records regarding each case. Once the tracing has been completed a copy of the records are to be forwarded to Crown Public Health and a copy retained by the Contact Tracer.

7. Precautions And Considerations

- ➔ Good communication is to be maintained between all parties
- ➔ Staff to be aware of their obligation to ensure their own safety in a potentially infectious environment

8. References

Tuberculosis Act (1948)
Health Act (1956)
Ministry of Health Communicable Disease Control Manual

9. Related Documents

WCDHB Community Nursing Procedures
WCDHB Infection Control Manual

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