News/Update: Process for State Refugee Health Coordinators to Access Independent Departure Records from Project ARMS

December 17, 2021

CDC is working with federal partners to enter vaccination records and TB screening results from Safe Haven sites to local refugee health partners in an initiative called Project ARMS—Afghan Resettlement Medical Screening data entry. The electronic transmission of vaccination records and TB screening results from the SF-600 and I-693 into the CDC DGMQ Newcomer Health SDX state sites began in early November 2021. However, due to a backlog, forms are still being entered and shared with states even as many Afghan evacuees have arrived at their destinations. As of mid-December 2021, Project ARMS has shared ~26% of completed medicals with state refugee health programs.

The current process to match health records to a destination relies on the Department of State's Hummingbird system. When a case is assured and travel arrangements are made, the destination is entered in the Hummingbird system and CDC matches health records to the Hummingbird information to identify and send the appropriate health records to the receiving jurisdiction. However, Afghans who depart Safe Havens and make their own travel arrangements to their destinations, called independent departures, do not usually have a destination captured in the Hummingbird system preventing CDC from sending their records to their destination. Independent departures are still eligible for resettlement benefits and may present to local resettlement programs. They may also reach out to local partners to request copies of their vaccination records and the TB screening results from the SF-600 and I-693 if those were completed at Safe Haven sites.

CDC has developed a process for **State Refugee Health Coordinators at the final destinations** to request SF-600 and I-693 data for Afghan evacuees who independently departed from bases and do not have copies of their medical forms. **Currently, this process is only accessible to states to request records for independent departures. Please do not send in requests for managed departures – CDC is still entering and scanning medical forms for these individuals and matching takes place daily, so it is likely that these records have not yet been entered.** CDC is also not able to receive requests for Afghans who change jurisdiction, but we are working to develop this capability.

The steps required to access independent departures records are below. You will need the following information from each person to include them in your request:

- Hummingbird Number (this is the 6-digit number that was used throughout the resettlement process)
- Alien Number
- State (of the jurisdiction making the request for the records)

Formatting:

1) Please use the attached .CSV template to create a line list of the required information in the following formats:
    a. **Please do not use any commas in the data you enter**.
    b. Hummingbird Number should be entered as: HB-######

c. Alien Numbers should be entered as A######### (capital A and 9 digit number following, use a leading zero if a number has <9 digits, no dashes, spaces or commas).
d. State should be the full name of your state, not an abbreviation.
e. Please ensure "Independent" is entered in Departure Confirmed column (it will be pre-populated in the template).

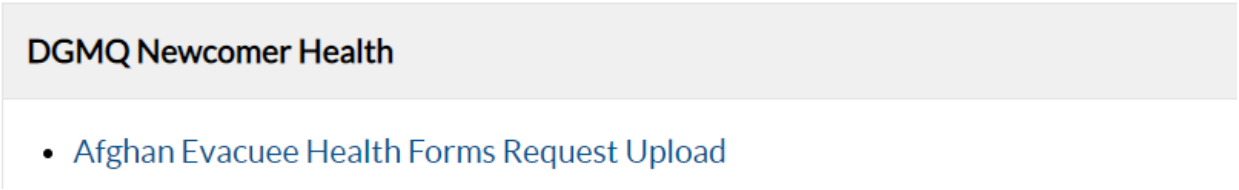
2) See below for an example of proper formatting:

Hummingbird Number	**Alien Number**	**State**	**Departure Confirmed**
HB-123456	A012345678	Georgia	Independent
			Independent
			Independent

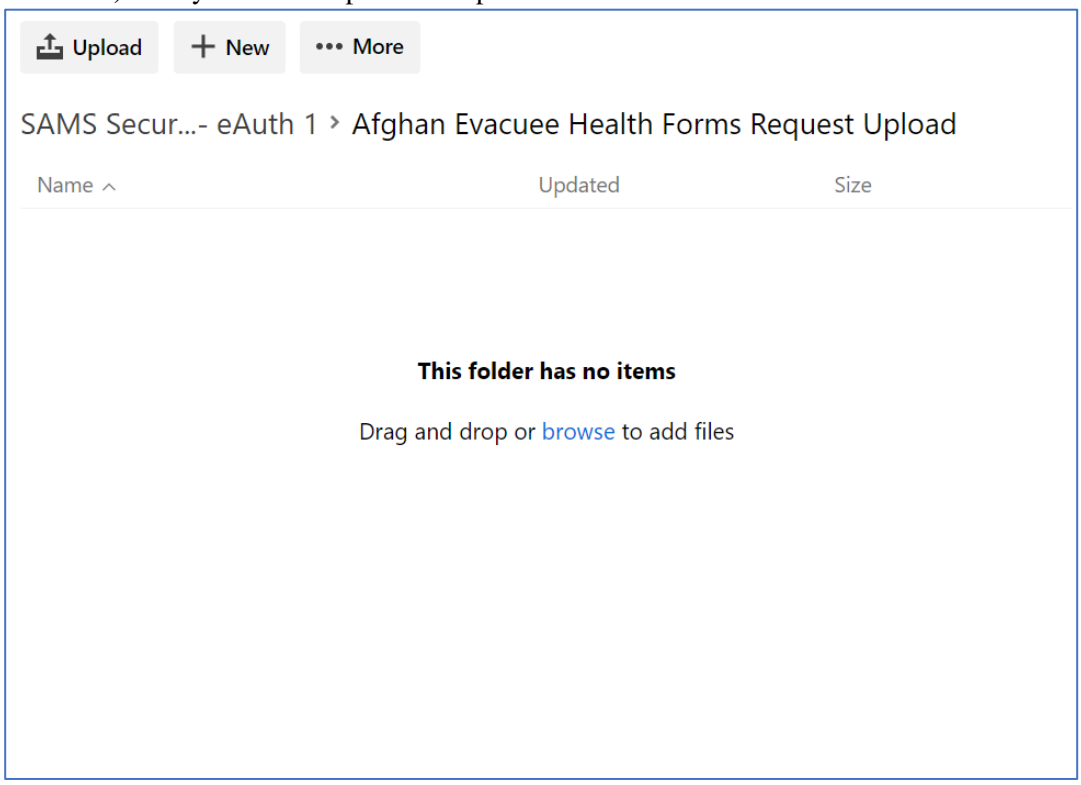
3) Save the template using the following naming convention: [State Name][Current Date as MMDDYYYY format], e.g. California12142021.csv.

Uploading:

4) Log into SAMS and navigate to the DGMQ Newcomer Health activity (this is where you are currently receiving the medical form information via line list and PDF document). You should see that a new option is available, called "Afghan Evacuee Health Forms Request Upload".



5) Click into the Afghan Evacuee Health Forms Request Upload folder (you may need to select the link twice) until you see the options to Upload a file:



6) Upload your .CSV file containing the list of cases you wish to request records for by either selecting the Upload option or by dragging and dropping your file into the folder.
7) Ensure your upload completes and log out. Data will only be available to people who have access to your state's current DGMQ Newcomer Health SDX folder and the CDC administrators (IRMH staff).

Processing:

8) IRMH staff have established a process to download, combine, and integrate requested records into our existing data matching process. CDC will perform this process and share the matching files daily along with the managed departure medical data in both the CSV and PDF formats, if there is a match. Matching records will appear in your state DGMQ Newcomer Health SDX folders in the daily CSV and PDF files.
9) Independent departure records will be indicated in the following way:
    a. In the CSV file, the "Departure Confirmed" column will indicate "Independent."
    b. In the PDF files, the file name will indicate the Independent departure using the following naming convention: {City}-{Affiliate}-{Hummingbird case number}-{original file name}-{Full Name} -{**IND**}.pdf
10) If you do not receive a requested record, it could be because the medical records have not yet been entered. You do not need to continue to request a record that does not match upon your initial request. All unmatched records will remain in a pool and be included in future matching.
    a. There is also a possibility that the individual you have requested did not receive a medical on base. Periodically, CDC staff will check unmatched records against the Hummingbird files to identify persons who did not receive a medical examination at a Safe Haven.

Please let us know if you have any questions about this process. You can email the IRMH Domestic mailbox (IRMHdomestic@cdc.gov) with questions, to request access to the DGMQ Newcomer Health SDX folder for your state, or to report issues with uploading your request. Please do not send the CSV data request file to this mailbox; request files will only be accepted via the SAMS Afghan Evacuee Health Forms Request Upload folder following the process outlined above.

Sincerely,

Domestic Team
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