

Track and Trace

UM0122.GB_TrackandTrace Issue 1

Introduction

This tool will allow you to track key-holders that have used readers within a set timeframe of a person who has been identified as infectious.

Step 1

Place the tool into the EXgarde program folder. Login to the tool.

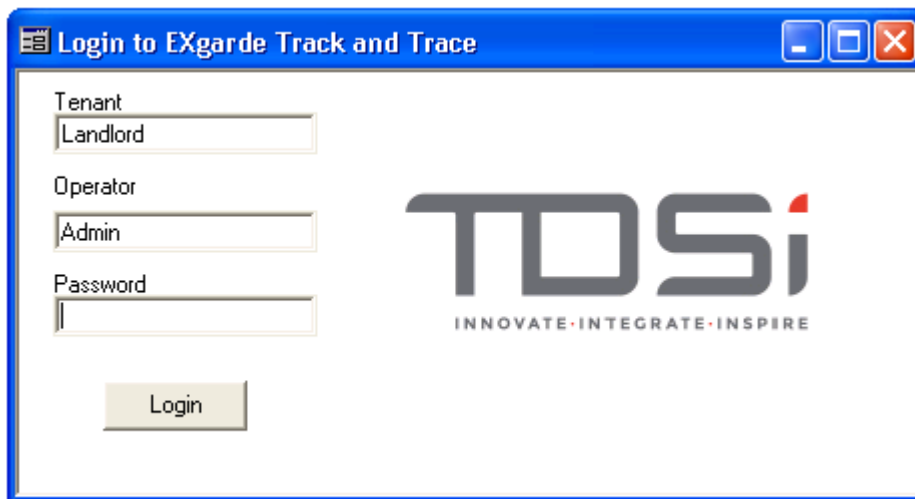


Figure 1 Login Screen

Step 2

Enter the name of the infected person. Set the start and end date. Set the time buffer. In this example I am check up to 1 day after the person has touched that reader. Select between 2 reporting options.

Option 1 Key-holders and reader information

This will return the key-holders, the affected readers and the time they were in contact with the reader. This report may contain duplicate key-holders if a key-holder has touched multiple readers the contaminated person has touched.

Option 2 Only Key-holders

This will return only the key-holder names with no duplicates.

Click **Run**.

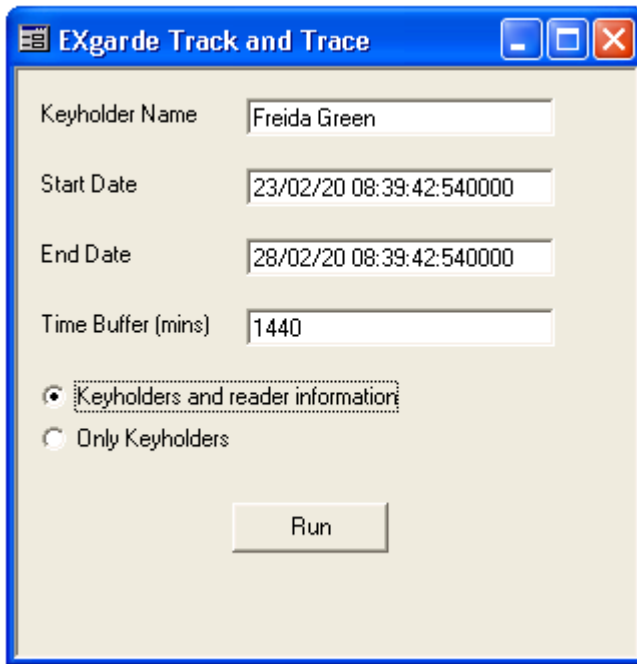
A screenshot of the 'EXgarde Track and Trace' application window. The window has a blue title bar with the text 'EXgarde Track and Trace' and standard Windows window controls (minimize, maximize, close). The main area is a light beige form with several input fields and two radio buttons. The fields are: 'Keyholder Name' with the text 'Freida Green', 'Start Date' with the timestamp '23/02/20 08:39:42:540000', 'End Date' with the timestamp '28/02/20 08:39:42:540000', and 'Time Buffer (mins)' with the value '1440'. Below these fields are two radio buttons: the first is selected and labeled 'Keyholders and reader information', and the second is unselected and labeled 'Only Keyholders'. At the bottom center of the form is a 'Run' button.

Figure 2 Report Entry Form

A summary of the report is displayed. The report is created as a text file (.txt) in the EXgardeData folder.

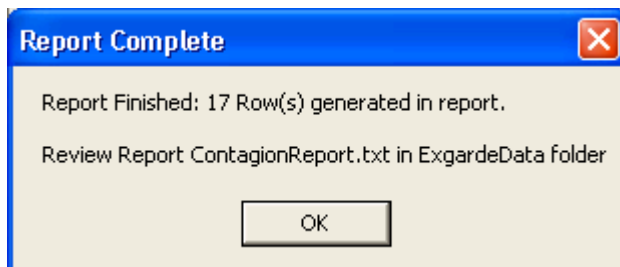
A screenshot of a 'Report Complete' message box. The window has a blue title bar with the text 'Report Complete' and a close button. The main area is a light beige box containing the text: 'Report Finished: 17 Row(s) generated in report.' and 'Review Report ContagionReport.txt in ExgardeData folder'. At the bottom center is an 'OK' button.

Figure 3 Results Message

Step 3

Open the report to view the results. The following example shows the Reader Id within the database, the reader name and the key-holder name. This will aid you to determine the key-holders and the readers they have touched.

In the first example below (Figure 4) you can see there are duplicate key-holders where they have touched other reader as the original contaminated key-holder e.g. Freida Green.

The second example (Figure 5) is the same report rerun with the Only Key-holders option selected. This time only 11 rows are returned, removing duplications.

```
TrackAndTraceReport_Freida Green.txt - Notepad
File Edit Format View Help
Track and Trace Report

Keyholder: Freida Green
Start Date: 10:18:59 23/02/20
End Date: 10:18:59 25/02/20
Minute Buffer: 1440

Entry Time, Reader Id, Reader Name, Keyholder Name
2020-02-24-13.42.12.000000,950409,Reader 2,Jenny Field
2020-02-24-13.49.53.000000,950408,Reader 1,Tammy Hill
2020-02-24-13.53.41.000000,950408,Reader 1,Tammy Hill
2020-02-24-15.11.32.000000,950409,Reader 2,Harry Stewart
2020-02-24-16.38.08.000000,950408,Reader 1,Jenny Field
2020-02-24-17.59.48.000000,950409,Reader 2,Brenda Cole
2020-02-24-18.15.48.000000,950409,Reader 2,Jenny Field
2020-02-24-19.02.25.000000,950408,Reader 1,Rolf Wilson
2020-02-24-20.24.04.000000,950408,Reader 1,Rolf Wilson
2020-02-24-20.41.56.000000,950408,Reader 1,Jenny Field
2020-02-24-21.00.47.000000,950409,Reader 2,Jenny Field
2020-02-24-21.18.58.000000,950408,Reader 1,Tammy Hill
2020-02-24-21.19.53.000000,950408,Reader 1,Tammy Hill
2020-02-25-04.21.01.000000,950408,Reader 1,Debbie Thomson
2020-02-25-08.05.34.000000,950409,Reader 2,Jenny Field
2020-02-25-09.53.21.000000,950408,Reader 1,Tammy Hill

16 Row(s)
```

Figure 4 Key-holders and Readers Report

```
TrackAndTraceReport_Freida Green.txt - Notepad
File Edit Format View Help
Track and Trace Report

Keyholder: Freida Green
Start Date: 10:18:59 23/02/20
End Date: 10:18:59 25/02/20
Minute Buffer: 1440

Keyholder Name
Brenda Cole
Debbie Thomson
Harry Stewart
Jenny Field
Rolf Wilson
Tammy Hill

6 Keyholder(s)
```

Figure 5 Key-holder Only Report