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## Maine Health Alert Network (HAN) System

### PUBLIC HEALTH ADVISORY

**To:** All HAN Recipients  
**From:** Dr. Isaac Benowitz, Maine CDC State Epidemiologist  
**Subject:** COVID-19 Reporting Requirements  
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#### COVID-19 Reporting Requirements in Maine

The Maine Center for Disease Control and Prevention (Maine CDC) relies on health care providers and laboratorians to report the occurrence of notifiable diseases. Without such surveillance data, Maine cannot accurately monitor trends, detect and respond to unusual occurrences of diseases (such as outbreaks), and evaluate the effectiveness of control and prevention activities.

COVID-19 is a reportable disease in Maine as stated in Maine CDC's Notifiable Diseases and Conditions List and Rules. Reporting of notifiable diseases and conditions is required under 22 M.R.S., Chapter 250, §802 and §822. Health care providers and facilities, medical laboratories, childcare facilities, correctional facilities, educational institutions, administrators, and health officers are all required reporters.

Maine CDC requires the following information when reporting a notifiable disease or condition:

- *Name of notifiable disease or condition*
- *Patient name*
- *Patient date of birth*
- *Patient race*
- *Patient ethnicity*
- *Patient sex*
- *Patient residence address, city, county, and ZIP code*
- *Patient phone number*
- *Date of report*
- *Ordering health care provider name, address, and phone number*
- *Name of health care facility (if any)*
- *Name of person reporting*
- *All diagnostic laboratory results, including information on test type, specimen source, specimen collection date, and what facility performed the test.*
- *Other relevant information, such as the status of the patient (hospitalized or deceased)*

**All of the elements listed here must be included in a complete report as required by law and should be obtained at the time of test collection to facilitate complete and accurate reporting.**

Maine CDC notifiable conditions can be reported by submitting electronic laboratory reports, by calling 1-800-821-5821, by faxing a report to 1-800-293-7534, or by mailing a report to Maine CDC. For reporting COVID-19 cases, facilities and providers should establish electronic connections such as electronic lab reporting, and use REDCap reporting for Point of Care testing, if they are not already doing so. **Positive COVID-19 cases DO NOT need immediate notification by phone.**

**At-home test results are not reportable to Maine CDC.** Those testing positive at home should follow Maine CDC's [isolation guidance](#) and contact their medical provider for evaluation and treatment, particularly if symptoms worsen.

Reporting entities are required to report diseases immediately for all diseases and conditions listed on Maine CDC's [Notifiable Disease List](#) that have the phone symbol marked next to them. The exception is COVID-19 which, as mentioned above, does NOT require immediate telephone notification. All other conditions are reportable by electronic lab report, telephone, fax, or mail within 48 hours of recognition or strong suspicion of disease.

### Resources

- Maine CDC Disease Reporting <https://www.maine.gov/dhhs/mecdc/infectious-disease/epi/disease-reporting/index.shtml>
- Maine CDC COVID website <https://www.maine.gov/dhhs/coronavirus>
- [Maine CDC Point of Care REDCap reporting](#) instructions