



Indiana State Department of Health

Animal Bite Reporting Guidance in NBS

Below is some guidance on how to complete the morbidity report for an animal bite. Please note that the morbidity report in NBS does not have the same fields as the animal bite reporting form. This document helps the user report required information on Official Animal Bite Report form via the morbidity report in NBS. If you have any questions please contact the Epidemiology Resource Center at 317-233-7125 or the NBS Help Desk through the link in the NBS “Notices” tile.

1. Complete and save the Official Indiana Animal Bite Report (State Form No. 14072)
 - a. <https://forms.in.gov/download.aspx?id=4758>
2. Log in to NBS.
 - a. Log in to the ISDH Gateway at <https://gateway.isdh.in.gov/Gateway/SignIn.aspx>
 - b. Click on “NEDSS Based System (NBS)”
3. Search for the patient
 - a. If the patient is already in the system enter the patient profile and add a new morbidity report.
 - b. If the patient is new click “Add New” and enter demographic information for the patient. Then add a new morbidity report.
4. Report Information
 - a. Condition = Animal Bite
 - b. Jurisdiction = Patient’s county of residence
5. Facility and Provider Information
 - a. Enter information about the facility. If you are reporting from an independent physician’s office, please enter the provider. (Please note not all providers are listed.)
6. Clinical information
 - a. Date of onset = date of bite
 - b. Date of diagnosis = leave blank
7. Epidemiological information = all can be left blank
8. Lab report information = all can be left blank
9. Treatment information = all can be left blank
10. Attachment information = upload a pdf of the animal bite report completed in Step 1.
11. Administrative = in the “comments” field, write the species of animal (e.g., “dog bite”)