

When and Where to Send an Interjurisdictional Notification Form (IJN)

VDH TB Program

Forms:

- [IJN Form for Active/Possible TB Disease](#) - for notifying another state of a client transferring from Virginia or for providing follow-up information for a client who transferred from another state to Virginia
- [IJN Form for TB Contacts](#) – for notifying another state of TB contacts requiring initial or additional evaluation (or LTBI treatment) or for providing follow-up information for TB contacts identified by another state
- [IJN Form for latent TB infection \(LTBI\) continued care](#) – for notifying another state of a client transferring from Virginia with LTBI, outside of a contact investigation, or for providing follow-up information for a client who transferred from another state to Virginia with LTBI
- [International Notification Form \(CureTB\) for cases](#) - for notifying another country of an active or presumptive case transferring from Virginia
- [International Notification Form \(CureTB\) for contacts/source](#) - for notifying another country of contacts/source cases needing evaluation

Procedure:

When client is moving from Virginia to another state:

- Active TB Case/Presumptive TB Case **(required)**
 - Complete the [IJN Form for Active/Possible TB Disease](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
 - Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178
 - VDH TB Program will communicate with the receiving state, although you will likely also have direct communication with the receiving locality
- Contact to an Active TB Case **(required)**
 - Complete the [IJN Form for TB Contacts](#) and compile additional documentation (first round testing results, etc.). This form should also be used for contacts who have been evaluated but need to start
 - Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178
 - VDH TB Program will communicate with the receiving state, although you will likely also have direct communication with the receiving locality
- Individuals with a TB Classification (B0, B1, B2, B3)
 - If exam not initiated due to incorrect address for any classification:
 - Update the TB Follow-Up Worksheet and the address in EDN and transfer to correct jurisdiction
 - No IJN is needed as there is no additional information
 - B0/B1s with exam initiated:

- Update the TB Follow-Up Worksheet and the address in EDN and transfer to correct jurisdiction
- Complete the [IJN Form for Active/Possible TB Disease](#) and compile additional documentation not available in EDN
- Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178
- B2s with exam initiated:
 - Update the TB Follow-Up Worksheet and the address in EDN and transfer to correct jurisdiction.
 - Complete the [IJN Form for latent TB infection \(LTBI\) continued care](#) and compile additional documentation not available in EDN.
 - Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178
- B3s with exam initiated:
 - Update the TB Follow-Up Worksheet and the address in EDN and transfer to correct jurisdiction
 - Complete the [IJN Form for TB Contacts](#) and compile additional documentation not available in EDN
 - Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178
- Latent TB Infection Case (optional if **not a contact** to an active TB case)
 - Many states will not have the capacity to follow-up on LTBI cases, but if you wish to share this information with another state, complete the [IJN Form for latent TB infection \(LTBI\) continued care](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
 - For LTBI cases identified as part of a contact investigation who need additional evaluation or treatment, use the [IJN Form for TB Contacts \(required\)](#)
 - Email all documents with encryption to tuberculosis@vdh.virginia.gov or fax to 804-416-5178

When a client has moved to Virginia from another state:

- VDH TB Program will send you information shared by the other state about the client who will be relocating to your district. If you receive an IJN directly from another local or state TB program, please also forward this information to the VDH TB Program (tuberculosis@vdh.virginia.gov or fax: 804-416-5178).
- Attempt to locate the client in order to take over care (active/presumptive cases) or to complete evaluation (contacts to active cases, individuals with a TB classification). Districts notified of transferring LTBI cases are not required to reach out unless the LTBI case is a TB contact, but may do so for others if they have the capacity.
- Once the client is located and evaluation and/or treatment are complete, complete the follow-up section of the appropriate form ([IJN Form for Active/Possible TB Disease](#), [IJN Form for TB](#)

[Contacts](#)) and send the completed form with any additional documentation (i.e., final culture results, DOT log) to the VDH TB Program (tuberculosis@vdh.virginia.gov or fax: 804-416-5178). VDH TB Program will send the information on to the state office in the original state.

When client is moving from Virginia to another country:

- Active TB Case/Presumptive TB case **(required)**
 - Complete the [International Notification Form \(CureTB\) for cases](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
 - Email all documents with encryption to curetb@cdc.gov **AND** tuberculosis@vdh.virginia.gov, otherwise fax to CureTB at 404-471-8905 **AND** VDH TB Program at 804-416-5178
 - CureTB typically will want to follow-up by phone, so calling them at 619-542-4013 once you have sent the form can be helpful. Otherwise, CureTB will likely reach out directly to you for any additional information
- Contact/Source Case to an Active TB Case **(required)**
 - Complete the [International Notification Form \(CureTB\) for contacts/source](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
 - Email all documents with encryption to curetb@cdc.gov **AND** tuberculosis@vdh.virginia.gov, otherwise fax to CureTB at 404-471-8905 **AND** VDH TB Program at 804-416-5178
 - CureTB will likely reach out directly to you for any additional information

When client is moving from one district to another within Virginia:

- Use of an IJN form is not required for intrastate movement. Though not required, in some cases, the receiving health district may ask that you complete an IJN form as part of their process of assuming care. Please work directly with the health district who will be assuming care in order to ensure continuity. If you need any assistance with obtaining contact information for the TB program in the receiving health district, please reach out to VDH TB Program.
- Please let VDH TB Program know that your case has moved within the state by emailing tuberculosis@vdh.virginia.gov.