West Virginia Department of HEALTH

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West Virginia Influenza-like Illness Surveillance Network (ILINet) Sentinel Provider Program
Instructions for Reporting Weekly Counts
of Influenza-Like Illness (ILI) to ILINet
UPDATED 7/29/25

What is an ILINet sentinel provider?
A West Virginia ILINet sentinel provider conducts surveillance for influenza-like illness (ILI) in collaboration with the West Virginia Department of Health and Human Resources, Bureau for Public Health (BPH) and the U.S. Centers for Disease Control and Prevention (CDC). ILINet sentinel providers report weekly to the CDC surveillance system ILINet. In combination with other influenza surveillance data, sentinel provider reports provide both a national and statewide picture of ILI and influenza activity. ILINet consists of more than 50 healthcare providers across West Virginia and approximately 2,600 providers in all 50 states, Puerto Rico, the District of Columbia, and the U.S. Virgin Islands.

What data is collected by ILINet sentinel providers?
Each week, ILINet sentinel providers collect the total number of patients seen for any reason and the number of patient visits for influenza-like illness (ILI) by age group (0-4 years, 5-24 years, 25-49 years, 50-64 years, ≥65 years).

Who should be counted as a patient with influenza-like illness (ILI) in the weekly ILINet report?
- **ILI Definition**:
    1. **Fever (≥100°F, oral or equivalent); AND**
    2. **Cough AND/OR sore throat**
- Reports of feeling feverish do not meet the ILI definition. Ideally, a patient's temperature should be measured during the patient visit. A recent temperature reading taken before the patient visit (e.g., at home) can also be reported to staff during the visit. If it is too difficult to tally patients by whether their temperature was measured and how, please contact the Influenza Surveillance Coordinator to discuss. It is not of interest to significantly extend the time sentinel providers must dedicate to weekly reports.
- Testing considerations:
    - There is no requirement for a positive influenza test when counting ILI – patient must simply meet the above definition.
    - If ILI patient specimens are sent out to another facility for diagnostic testing, it is not expected that weekly ILINet reports be revised to reflect the test results.

Who should be counted as a "patient seen for any reason" in the weekly ILINet report?
ILINet sentinel providers should count all patients seen in their weekly report, including those seen for wellness visits, visits for immunizations, visits for allergies, etc. With the significant shift in healthcare-

seeking behaviors seen in 2020, the CDC also encourages the inclusion of patients seen through telehealth visits.

When does a West Virginia ILINet sentinel provider report?

Providers should access the ILINet by **12 pm on Tuesdays** to report the previous week's data. Program packets are available electronically at https://oeps.wv.gov/flu/pages/flu_sentinel_providers.aspx.
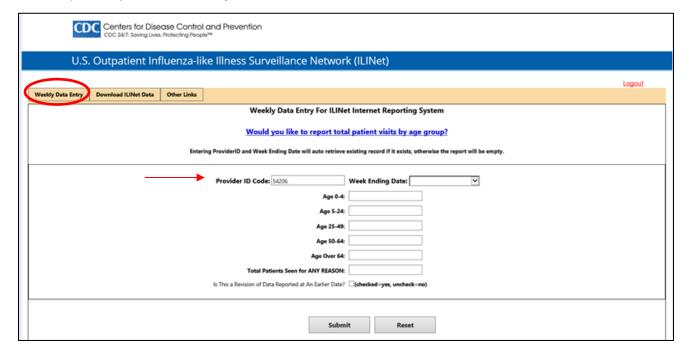
Who receives the reports that a West Virginia ILINet sentinel provider submits?

The data reported to ILINet goes directly to the CDC Influenza Division, and it is reported in national and regional aggregates in the weekly CDC FluView report (https://www.cdc.gov/flu/weekly/index.htm).
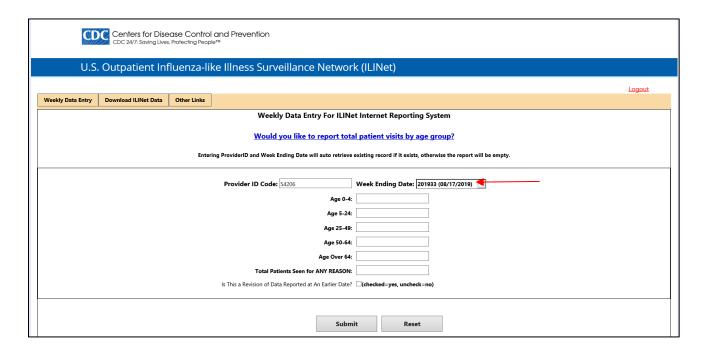
How does a provider report to the ILINet?

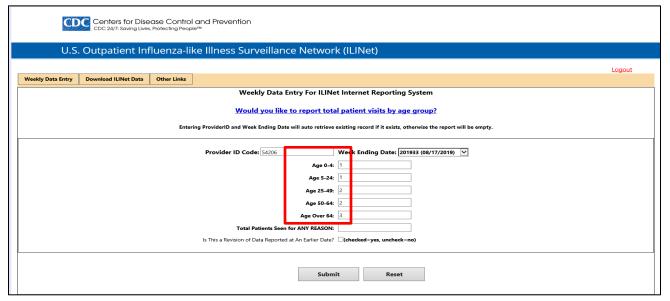PLEASE NOTE: Submission of reports to ILINet by fax is no longer available.

1. Access the ILINet reporting system at: https://wwwn.cdc.gov/ILINet/
2. Enter your ID and password and click Log In. If you have forgotten your log-in information, please contact the Influenza Surveillance Coordinator at Mandy.M.Harper@wv.gov
3. Proceed to the tab called **Weekly Data Entry**. In the text box called **Provider ID Code**, type in the ID that you had just entered to log in.
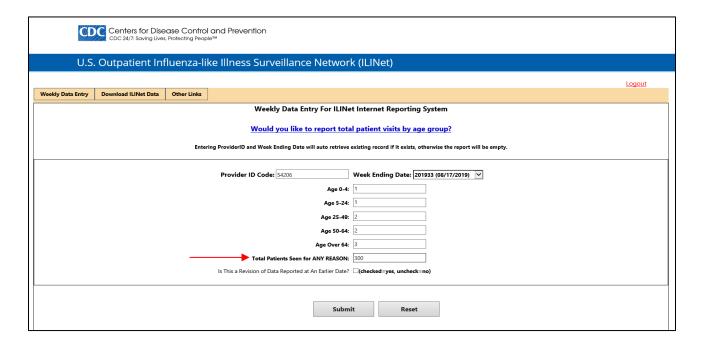

4. Select the correct week in the drop down box called **Week Ending Date**. Look at the date MM/DD/YYYY to confirm you are selecting the correct week. Ideally, you will be entering data for the previous week. You can always report late data for previous weeks, as long as you have the correct week in the drop down box.
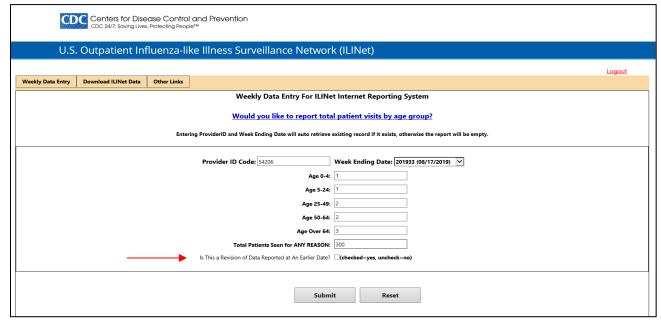
5. Enter the number of patient visits for influenza-like illness (ILI) your office had for the week by the specified age groups (0-4 years, 5-24 years, 25-49 years, 50-64 years, ≥65 years).
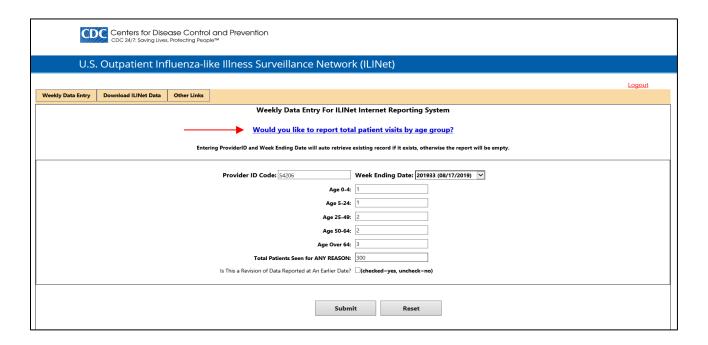

6. Enter the number of total patients your office had seen for the week in the box called **Total Patients Seen for ANY REASON**.
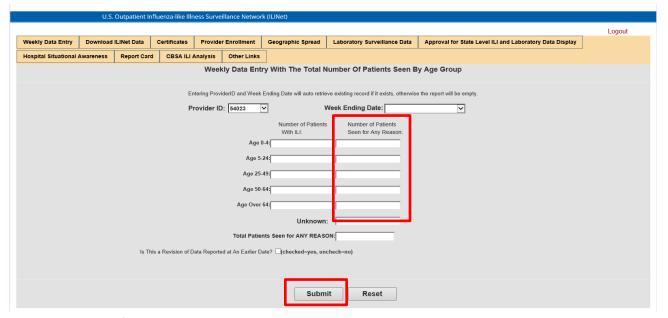
7. The numbers reported for a week can be changed if necessary (e.g., clerical error, wrong week selected). Choose the week for which reported numbers needed edited, enter patient counts as before, and then click the checkbox above the Submit and Reset buttons.

8. **OPTIONAL BUT ENCOURAGED:** A sentinel provider can also report their total patient visits by age group by clicking on the link **"Would you like to report total patient visits by age group?"** before starting on your weekly report. The link will take you to a new page (see below).

Fill out number of visits for ILI by age group in the left column and the number of visits for any reason by age group in the right column. Click the **Submit** button when everything has been selected or typed in. The data will not be submitted to the CDC and the State if this button is not clicked.

What should I do if I have a question about or encounter an issue with ILINet?

Please call 681-341-0491 and ask for the Influenza Surveillance Coordinator (or Influenza Epidemiologist). BPH staff will direct you appropriately. If you receive no answer once you are directed, please leave a voicemail or email the Influenza Surveillance Coordinator at Mandy.M.Harper@wv.gov and they will get back to you as soon as possible.

BPH greatly appreciates the hard work of ILINet sentinel providers.