

Early Outbreak Recognition School Checklist

(Respiratory/Influenza-Like-Illness (ILI) and/or Gastrointestinal (GI) Illness Surveillance)

School Administrator, Principal, or School Support Staff

If your staff have reported an **atypical rate of respiratory or GI illness** in student(s) and/or staff member(s), or noticed an unusually high number (*greater than 10%*) of absenteeism, you should:

- Initiate an investigation to determine the scope of the concern. Collect the following information to assist Public Health in better determining the need for further investigation and/or recommendations.

Contact Alberta Health Services (AHS) Public Health:

- During regular office hours, call **1.855.513.7530**
- Evenings/weekends/stat holidays, call **1.800.732.8981** and ask for Public Health On Call.

Date Illness Reported	Name of Individual Reporting	Designation
Name of School		
Address of School		
School Phone	Principal Phone	Alternate Phone
Type of School		Grade Levels
# of Students	# of Staff Employed	Date of Onset of Symptoms
Description of Symptoms		
# of Students exhibiting illness signs/symptoms		# of Staff exhibiting illness signs/symptoms
Student(s) hospitalized due to the illness being reported <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, # of Students

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Initial Infection Prevention and Control (IPC) Measures:

Based on the type of illness presenting (ILI or GI), implement initial IPC measures as soon as an outbreak is suspected to help reduce the spread of infection. It is not necessary to wait until a causative agent is identified.

Initiate infection prevention and control measures to reduce the spread of possible infection. This includes:

- Parent/alternate should be notified as soon as you have determined that there is an ill child. Ill child should be immediately removed from contact with other children to another supervised location until parent/alternate arrives.
- Strict hand hygiene – see text box below.
- Increased frequency of cleaning of high-touch areas by children, as well as other areas as appropriate (additional information available from Public Health, depending on situation).
- Other measures may be recommended by Public Health depending on the situation.

Strict Hand Hygiene:

Hand washing / Hand hygiene should be performed:

- Upon arrival and when leaving the facility
- After performing personal functions such as blowing your nose or using the toilet
- After assisting children with blowing/wiping their noses or using the toilet
- Before and after eating, preparing or serving food, or feeding someone
- After removing gloves
- When hands are visibly soiled
- After handling garbage