



Early Outbreak Recognition Checklist

(Acute Care/Facility Living)

Hospital Site Manager/Unit Manager

If your staff has reported two or more cases of Influenza-like Illness (ILI) or Gastrointestinal (GI) Illness in patients or staff members you should:

- **Report all outbreaks to NZ CDC Intake.** 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.
- **Notify the site Infection Control Professional (ICP).**
- **Immediately implement Initial Infection Prevention & Control (IPC) Measures** (see *reverse*).
- Refer to and follow ILI or GI Illness Outbreak Management Algorithms.
- Collect the information below to assist Public Health in determining the need for further investigation and/or recommendations.

Refer to “Guidelines for Outbreak Prevention, Control and Management in Acute Care and Facility Living Sites (Includes Influenza and Gastrointestinal Illness) July 2017”

<http://www.albertahealthservices.ca/assets/healthinfo/Diseases/hi-dis-flu-prov-hlsl.pdf>

Further information can be found on the AHS IPC website <http://www.albertahealthservices.ca/6410.asp> and in the IPC Acute Care Resource Manual <http://www.albertahealthservices.ca/6854.asp>

Date Illness Reported	Name/Designation of Individual Reporting	
Name of Facility		
Location of Facility		
Contact Phone	Alternate Phone	Date of Onset of Symptoms
Description of Symptoms		
Total number of patients		Total number of staff employed
Number of patients exhibiting sign/symptoms		Number of staff exhibiting sign/symptoms
Patients transferred due to the illness being reported <input type="checkbox"/> Yes <input type="checkbox"/> No		Number of patients
Location		
Patients deceased due to the illness being reported <input type="checkbox"/> Yes <input type="checkbox"/> No		Number of patients

Initial Infection Prevention and Control (IPC) Measures

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

Strict Hand Hygiene is the most important measure in preventing spread of infections for both staff and patients.

- Alcohol-based hand rubs containing a minimum of 70% alcohol are as effective as soap and water when hands are not visibly soiled.
- Wash hands with soap and water when hands are visibly soiled and after removal of gloves when caring for a patient that has diarrhea and/or vomiting.
- Glove use is not a substitute for hand hygiene; hand washing is needed after glove removal.
- Frequent and thorough hand hygiene should be performed by both staff and patients.
- Hand hygiene is required:
 - 1) Before providing care to patients
 - 2) After providing care to patients and in between tasks on same person.
 - 3) After touching used patient care equipment
 - 4) After touching soiled environmental surfaces.

Enhanced Environmental Cleaning Measures

- Thorough cleaning and disinfection of frequently touched/"high touch" surfaces and equipment can assist in disrupting disease transmission.
- High touch surfaces must be cleaned and disinfected frequently during an outbreak i.e. if surfaces are being cleaned once this should be increased to more than once a day and as needed.
- Equipment should be cleaned and disinfected with products listed by its manufacturer.
- Cleaning and disinfecting refers to a two-step process i.e. must clean before you disinfect.
- Where a patient is taken off isolation the room and equipment should be thoroughly cleaned and disinfected. At the end of the outbreak a thorough cleaning and disinfection of all affected areas should be completed.

Restriction of Symptomatic Patients

- Symptomatic patients should be placed on appropriate isolation.

Staffing (including volunteers, students)

- Ensure the Zone WHS office has been notified of the outbreak. Zone WHS, in partnership with the Zone Outbreak Response Lead will manage staff affected by the outbreak. Activities may include:
 - Exclude symptomatic staff from working
 - Cohort or assign staff to care for asymptomatic patients before symptomatic patients
 - Consider minimizing movement of staff, students or volunteers between units/floors, especially if some units are not affected
 - If possible, during initial investigations of ILI, assign staff that have been immunized against influenza to care for symptomatic patients.

Communication

- Use outbreak signage to notify and inform staff and visitors that an outbreak is being investigated in the facility.
- Encourage visitors to postpone visiting if possible. Visitors who choose to visit should be advised of potential risk of exposure, and to practice good hand hygiene, visit one patient only and exit the site immediately after their visit.
- Ensure individuals visiting symptomatic patients are wearing appropriate PPE. Demonstrate for visitors how to utilize PPE appropriately.