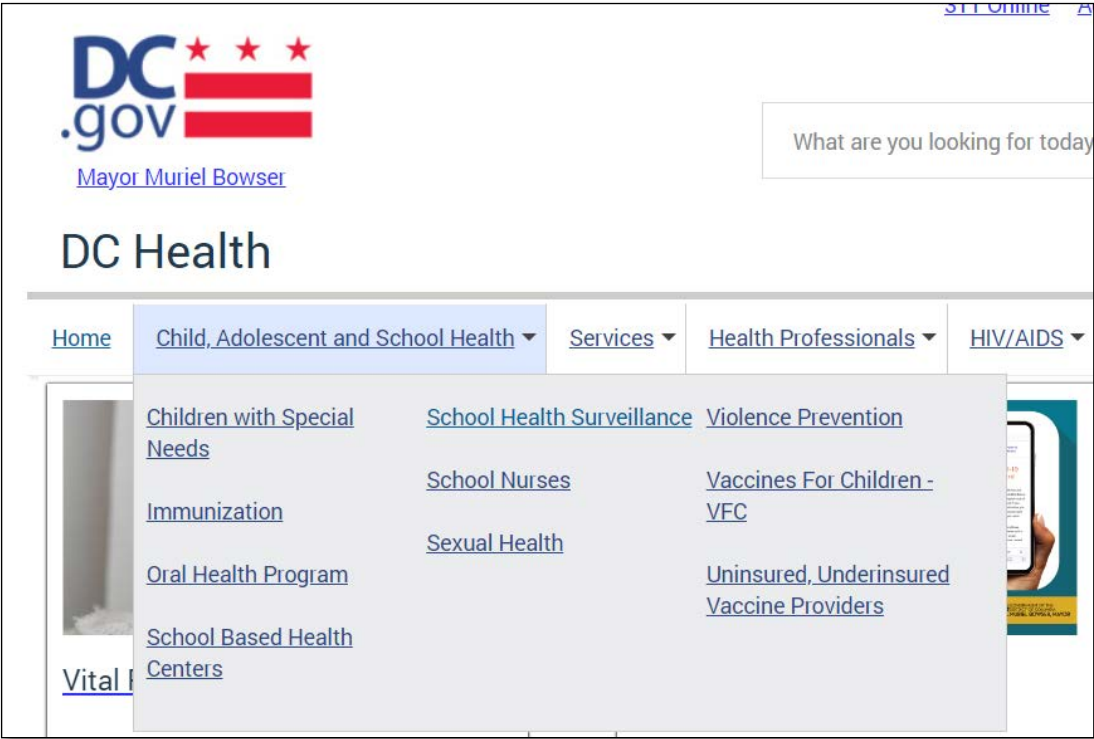# Reportable Illness and Communicable Disease in Child Care Facilities

Last Updated: April 29, 2024

Reportable Illness and Communicable Disease in Child Care Facilities

- **Child Development Facilities must report incidents of reportable illness or communicable disease to <u>both OSSE and DC Health</u>:**

  - **FIRST:** Submit Report to DC Health: <u>Health Surveillance and Disease Reporting</u>
    - *Follow instructions for submitting a report to DC Health on the following pages*

  - **SECOND:** Submit Report to OSSE: <u>Unusual Incident Report (UIR)</u>
    - *Follow guidance on <u>Submitting an Unusual Incident Report</u>*

Reporting Illnesses at Child Care Facilities to DC Health

STEP ONE: Visit **dchealth.dc.gov**.

STEP TWO: Select **"Child Adolescent and School Health"** in the navigation menu.

STEP THREE: "School Health Surveillance" dchealth.dc.gov/service/school-health-surveillance-and-disease-reporting.

Reporting Illnesses at Child Care Facilities to DC Health

STEP FOUR: Click on the **"Epidemiology Investigation Team (EIT) Portal"** link.

School Health Surveillance and Disease Reporting

The Division of Epidemiology - Disease Surveillance and Investigation coordinates with the School Health Nursing Program to monitor infectious diseases in District of Columbia schools. When a reportable communicable disease is confirmed or suspected among students, faculty, and staff members, a protocol is in place to monitor and minimize the spread of infectious diseases.

How to report a case?

For School and Child Development Facility Nurses and Staff

- Refer to the list of Notifiable Diseases in the District of Columbia to determine which illnesses are reportable
- Review the School Nurse Disease Surveillance and Reporting Protocol
- For information on COVID-19, refer to Schools and Childcare Programs - September 26, 2023
- Report any *unusual* number of cases (**3 cases or more that occur within 7 days**) of illness whether reportable or not
    - Gastrointestinal line list template to keep track of case information for gastrointestinal illness
        - Review the Guidelines for Facilities During Outbreaks of Norovirus/Gastroenteritis: Recommendations and Precautions
    - Influenza line list template to keep track of case information for influenza
    - Outbreak Tracking line list template to keep track of case information for all other illnesses
- Notifiable diseases should be reported using the Epidemiology Investigation Team (EIT) Portal
- Please contact us via phone at (202) 442-5893 during office hours or email us at schoolhealth.epi@dc.gov if you have any questions at any time

Note: Cases of HIV/AIDS, Hepatitis, Tuberculosis, and Sexually Transmitted Diseases should be reported to the HIV/AIDS, Hepatitis, STD, and TB Administration (HAHSTA).

Reporting Illnesses at Child Care Facilities to DC Health

STEP FIVE: Fill out and submit a **Consult Form**: dccovid.force.com/NonHealthcareConsultRequestForm/s/

- Provide as much information as possible – whatever is available to you at the current time.

- The consult form contains data elements such as:
  - Point of Contact Information (submitter name, email, title, etc.)
  - Child Care Center Information (establishment name, phone, address, etc.)
  - Suspected Disease and Number of Individuals Exposed

- If you have information for a line list, check the box for "I have a list or need template to upload".

- Click on the XLS icon to download the line list template.

- Once you have filled out the line list, save it as a CSV file and upload it to the form.

- Complete the rest of consult form and submit to DC Health.

Reporting Illnesses at Child Care Facilities to DC Health

Use the **School Nurse Disease Surveillance and Reporting Protocol** to determine which illnesses are reportable, the number of cases are required for reporting, where to report, and what information to include in your report.

- **Outbreaks in childcare facilities are defined as 3 cases within a 7-day period**

  Common outbreaks in school include:

Hand, Foot, and Mouth Disease	Head Lice
Strep Throat	Impetigo
Pink Eye (conjunctivitis)	

- **Some illnesses must be reported when 1 case is identified including:**

Pertussis (whooping cough)	Meningitis
Varicella (chickenpox)	Mumps
Measles	Rubella

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If you have any questions about reporting, reach out to DC Health via phone at (202) 442-5893 during normal office hours or email at schoolhealth.epi@dc.gov.

Reporting Illnesses at Child Care Facilities to DC Health

What happens after you report to DC Health? DC Health will:

- Review information submitted

- Conduct follow-up with submitter and school-level point of contact
    - DC Health may request additional information

- Conduct outreach to cases/cases' proxies

- Provide fact sheets, public health recommendations, and letter for parent/guardian distribution

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DC HEALTH
GOVERNMENT OF THE DISTRICT OF COLUMBIA

Reporting Illnesses at Child Care Facilities to DC Health

- For a complete list of facts sheets pertaining to communicable disease reporting as well as guidance on steps to take for ill children for child care staff and families, **click here**.

Other Helpful Resources

- View a complete list of _disease fact sheets_ offered by the Division of Epidemiology- Disease Surveillance and Investigation.
- View _tips and recommendations_ to help your children stay healthy
- View _disinfection and cleaning_ recommendations for facilities and surfaces to help control the spread of illness
- View additional information about the _School Health Nursing Program_

For Parents or Guardians

- Please consult a health care provider if your child gets sick
- Report the illness to the school/child care center if your child is diagnosed with a disease
- Provide any available supporting documents (such as the return to school slip signed by a physician, discharge document or picture of the prescribed medication) to the school/child care center
- Keep your child at home when recommended to prevent the spread of illness