

# OUTBREAK CONTROL MEASURES CHECKLIST

<b>Health Unit Site</b>	<input type="checkbox"/> St. Thomas	<input type="checkbox"/> Woodstock
<b>Health Unit Contact</b>		<b>Phone # / ext.</b>
<b>Outbreak #</b>		<b>Outbreak Facility</b>

<b>Type of Outbreak</b>	<input type="checkbox"/> Respiratory	<input type="checkbox"/> Enteric
<b>Outbreak Status/Date</b>	<input type="checkbox"/> Suspect <small>Click to add date.</small>	<input type="checkbox"/> Confirmed <small>Click to add date.</small>
<b>Symptoms</b>	<input type="checkbox"/> Fever <input type="checkbox"/> Cough <input type="checkbox"/> Nasal congestion/runny nose <input type="checkbox"/> Sore throat/hoarseness <input type="checkbox"/> Nausea <input type="checkbox"/> Vomiting <input type="checkbox"/> Diarrhea <input type="checkbox"/> Decreased appetite <input type="checkbox"/> Headache <input type="checkbox"/> Sore muscles <input type="checkbox"/> Other: _____	
<b>Case Definition</b>	2 or more of the following symptoms: _____	
<b>Control Measures Dates</b> (yyyy/mm/dd)	Started Date: <small>Click to add date.</small>	Amended Date: <small>Click to add date.</small> <input type="checkbox"/> n/a      Stopped Date: <small>Click to add date.</small>

<u>Surveillance</u>	<u>Communication</u>
Facility will: <input type="checkbox"/> Monitor for new cases (among staff and residents) <input type="checkbox"/> Track suspected and confirmed cases on an outbreak <a href="#">line list</a> <input type="checkbox"/> Contact Public Health daily to provide updates	<input type="checkbox"/> Conduct Outbreak Management Team meeting <input type="checkbox"/> Facility will post: <input type="checkbox"/> <a href="#">outbreak signage</a> at all entrances and all affected areas <input type="checkbox"/> additional precautions signs at the entrances to the resident's room <input type="checkbox"/> a copy of the outbreak control measures in an area for staff to see <input type="checkbox"/> Public Health will send out an <a href="#">outbreak status report</a> to communicate outbreak status with stakeholders <input type="checkbox"/> Facility will provide outbreak education to staff, residents, visitors <input type="checkbox"/> <a href="#">Readmissions and transfers</a> are not recommended at the beginning of an outbreak but will be considered on a case to case basis once the outbreak is under control <input type="checkbox"/> <a href="#">Visitors</a> should avoid visiting multiple residents and must perform hand hygiene when entering and exiting the home and when leaving the resident's room

<u>Control Measures for Residents</u>	<u>Control Measures for Staff</u>
<input type="checkbox"/> Contact Public Health to discuss <a href="#">admissions and transfers</a> <input type="checkbox"/> Promote frequent hand hygiene for residents: <input type="checkbox"/> Ensure alcohol-based hand rub contains at least 70% alcohol <input type="checkbox"/> Select the appropriate <a href="#">additional precautions</a> for the outbreak: <input type="checkbox"/> <a href="#">Contact</a> : gloves and gown <input type="checkbox"/> <a href="#">Droplet</a> : eye protection and mask <input type="checkbox"/> Isolate symptomatic residents in their room for: <input type="checkbox"/> <b>Respiratory Outbreaks</b> : _____ days* after the onset of symptoms or when symptoms resolve (whichever is shortest); <input type="checkbox"/> <b>Enteric Outbreaks</b> : _____ days* after symptoms have resolved <input type="checkbox"/> Postpone all facility-wide events and activities <input type="checkbox"/> Do not allow outside groups to come in <input type="checkbox"/> Discuss unit specific activities with Public Health <input type="checkbox"/> Reschedule non-urgent appointments	<input type="checkbox"/> Promote frequent hand hygiene for staff: <input type="checkbox"/> Ensure alcohol-based hand rub contains at least 70% alcohol <input type="checkbox"/> Cohort staff to affected areas and to ill resident cases if possible <input type="checkbox"/> Wait at least _____ days* before working at another facility <input type="checkbox"/> During lab-confirmed influenza outbreaks, immunized staff and staff taking antivirals, do not have to wait before working at another facility <input type="checkbox"/> Review facility policy re staff illness and return to work <input type="checkbox"/> Exclude symptomatic staff for _____ days* <input type="checkbox"/> For outbreaks that are difficult to control, consider performing the following audits: <input type="checkbox"/> Hand hygiene <input type="checkbox"/> PPE <input type="checkbox"/> Environmental cleaning

<u>Specimen Collection</u>	<u>Antivirals – Influenza Outbreaks</u>
<input type="checkbox"/> Discuss specimen collection with Public Health (i.e. determine what residents to sample, how many samples to collect etc.) <input type="checkbox"/> Obtain specimen kits and check expiry dates <input type="checkbox"/> Label the specimen, at a minimum with the following: <input checked="" type="checkbox"/> resident's name, date of collection <input type="checkbox"/> Complete all fields of the requisition. Ensure the following are included: <input checked="" type="checkbox"/> outbreak number, resident's name, date of collection <input type="checkbox"/> Refrigerate the specimens until they are ready to be transported	<b>Residents:</b> <input type="checkbox"/> Implement antiviral prophylaxis and treatment as per antiviral medical directives, orders, and MOHLTC guidelines <b>Staff:</b> <input type="checkbox"/> Advise unimmunized staff to take antivirals <input type="checkbox"/> Implement staff exclusion policy for unimmunized staff unwilling or unable to take antiviral

<u>Environmental Cleaning</u>
<input type="checkbox"/> Select an appropriate disinfectant <input type="checkbox"/> Follow the manufacturers instructions for use <input type="checkbox"/> Increase frequency of cleaning of high touch surfaces and equipment <input type="checkbox"/> Dedicate equipment -or- clean & disinfect shared equipment between uses <input type="checkbox"/> Complete a terminal cleaning of resident rooms once additional precautions have been discontinued (enteric outbreaks)

<u>Declaring the Outbreak Over</u>
<input type="checkbox"/> Outbreaks are usually declared over _____ days* after symptom-onset in the last case or _____ days* after symptom resolution in the last case <input type="checkbox"/> <a href="#">Public health will notify stakeholders once the outbreak has been declared over (OSR)</a> <input type="checkbox"/> Conduct debrief meeting with Outbreak Management Team. Date of debrief meeting: <small>Click to add date.</small> <input type="checkbox"/> n/a

\*see reverse for additional information about isolation, exclusion and working at other facilities during outbreaks and outbreak resolution criteria

## Other Considerations/Recommendations

### Outbreak Definitions

An outbreak is occurring when:

- Respiratory:** ≥3 cases of acute respiratory illness occurring within 48 hours **OR** more than 2 units having a case within 48 hours **OR** 2 cases with 1 being lab-confirmed
- Influenza:** ≥2 cases of nosocomial influenza within 48 hours in a specific area with 1 being lab-confirmed
- Enteric:** ≥3 cases of infectious gastroenteritis in a specific area within 4 days **OR** 3 or more units having a case within 48 hours

### Isolation Recommendations

#### Respiratory

Cases (ill residents) should be encouraged to stay in their room and should be on droplet and contact precautions **until 5 days after the onset of acute illness or until symptoms have resolved (whichever is shorter)**. There may be some respiratory outbreaks caused by pathogens for which longer isolation periods are required. This would occur in consultation with the outbreak management team.

#### Enteric

Cases (ill residents) should be encouraged to stay in their room on contact precautions **until at least 48 hours after symptoms have disappeared**. This may be increased to 72 hours after symptoms have disappeared for outbreaks caused by Norovirus.

### Exclusion Recommendations

#### Respiratory

Staff with any respiratory infection symptoms should not return to work/placement **for 5 days from the onset of symptoms of a respiratory illness or until symptoms have resolved whichever is shorter**. The LTCH can consult with Public Health once a specific pathogen has been identified where the exclusion period may need to be adjusted.

#### Enteric

Staff with any gastroenteritis symptoms should stay off work when ill and continue to remain home **for a minimum of 48 hours after their GI symptoms (i.e. vomiting, diarrhea) have resolved**. The LTCH can consult with Public Health once a specific pathogen has been identified where the exclusion period may need to be adjusted.

### Working at Other Facilities: Well Staff, Students and Volunteers

#### Respiratory

**Non-influenza outbreaks:**  
Staff should be advised **not to work/provide services at any other facility until one incubation period has passed** since they worked in the outbreak facility. **The incubation period is usually 3 days**. This period could be modified if the causative agent is known.

**Influenza outbreaks:**  
**Immunized staff and/or staff taking antivirals:** assuming there is not a significant influenza vaccine drift, **there are no restrictions on their ability to work at other facilities**.

**Unimmunized staff and staff not receiving antivirals must wait one incubation period (3 days) from their last day of work at the outbreak facility prior to working in a non-outbreak facility.**

#### Enteric

Staff who work at other health-care facilities, day-care centres and food premises should advise their employers that they have been working in a LTCH at which there is an outbreak. They should immediately stop working at all institutions/ facilities if they develop symptoms of gastroenteritis illness. Depending on the policies of their employers, staff may be asked to not return to work until 48 hours after their last exposure at the outbreak institution. This period could be modified if the causative agent is known.

### Outbreak Resolution Criteria

#### Respiratory

As a general rule, viral respiratory outbreaks can be declared over if no new cases have occurred in 8 days from the onset of symptoms of the last resident case or 3 days after the symptom resolution date in the last resident case, whichever is longer.

#### Enteric

Enteric outbreaks can be declared over when one incubation period (usually 48 hours) plus one period of communicability (usually 48 hours – 72 hours) have passed with no new cases identified. Following this process, enteric outbreaks can be declared over when there are no new cases after 4 to 5 days.

## Southwestern Public Health Contact Information

**Elgin St. Thomas**  
**Business Hours (Mon to Fri 0830 – 1630)**  
Phone: 519-631-9900 ext. 1232  
Fax: 519-631-1682

**After-Hours & Holidays**  
Phone: 519-631-9900 ext. 0

**Woodstock**  
**Business Hours (Mon to Fri 0830 – 1630)**  
Phone: 519-421-9901 ext. 3500  
Fax: 519-539-6206

**After-Hours & Holidays**  
Phone: 519-533-0131

### References:

- Association of Medical Microbiology (AMMI) Canada, 2013, The use of antiviral drugs for influenza: A foundation document for practitioners, available online at: [www.ammi.ca/Content/Guidelines/Flu%20%28published%20version%29%20FINAL.pdf](http://www.ammi.ca/Content/Guidelines/Flu%20%28published%20version%29%20FINAL.pdf)
- Ministry of Health and Long-Term Care, 2018, Recommendations for the Control of Respiratory Infection Outbreaks in Long-Term Care Homes, available online at <https://bit.ly/2NM0gEK>
- Ministry of Health and Long-Term Care, 2018, Recommendations for the Control of Gastroenteritis Outbreaks in Long-Term Care Homes, available online at <https://bit.ly/2DBNELF>
- Peel Public Health, 2018, Outbreak Checklist, available online at [www.peelregion.ca/health/infectioncontrol/pdfs/outbreak-checklist.pdf](http://www.peelregion.ca/health/infectioncontrol/pdfs/outbreak-checklist.pdf)
- Provincial Infectious Disease Advisory Committee (PIDAC), 2018, Best Practices for Environmental Cleaning for Prevention and Control of Infections, available online at <https://bit.ly/2n0ALB1>
- Provincial Infectious Disease Advisory Committee (PIDAC), 2012, Best Practices for Routine Practices and Additional Precautions, available online at <https://bit.ly/2n0ALB1>
- Provincial Infectious Disease Advisory Committee (PIDAC), 2014, Best Practices for Surveillance of Health Care Associated Infections, available online at <https://bit.ly/2n0ALB1>