

Respiratory Outbreak Management Checklist	Date Initiated yy/mm/dd
1. Health Unit notification – CD team, Barrie or Gravenhurst	
2. Control measures: <ul style="list-style-type: none"> • Increase Handwashing – staff/volunteers and children <ul style="list-style-type: none"> ◦ review use of hand sanitizers (minimum 60% alcohol content) • Review staff assignments (staff providing care should not handle food) 	
3. Identify cases and staff Start Respiratory Line List (separate lists for children/staff cases). <ul style="list-style-type: none"> • Case definition should include at least two of the following: fever, cough, runny nose or sneezing, congestion, sore throat or hoarseness or difficulty swallowing, tiredness, muscle aches, loss of appetite, headache, chills, irritability. 	
4. Isolate any symptomatic children until alternate daycare arrangements are made.	
5. Cohort care of children, as able.	
6. Exclude ill children & staff. Exclusionary period to be reviewed with health unit. Have supervisor discuss with symptomatic employee the issue of exclusion from working in other centres.	
7. Discuss deferring admissions or “short term care” until outbreak under control.	
8. Notify parents. Educate visitors/parents/volunteers re precautions. Post signage indicating outbreak.	
9. Cancel social activities, field trips and community functions.	
10. Review activities and sensory play. Water play should be discontinued for duration of the outbreak.	
11. All bedding, dress up clothes, plush toys laundered on high heat. Steam cleaning should occur for all carpets in affected rooms.	
12. Thorough cleaning/sanitizing of equipment, toys etc. with high level disinfectant. If toys were used by an ill child, they should be immediately removed, cleaned and disinfected.	
13. Specimen collection: Parents should be advised to bring child to physician for assessment and possible arrangement of specimens.	
14. Daily update of new and resolved cases to be faxed to health unit – CD Team.	

Reviewed with _____ by: _____

Date: _____ yy/mm/dd

Copy faxed to facility Yes No