

Child Care Centre Respiratory Outbreak Management Checklist

Date Initiated
yy/mm/dd

1. Health unit notification – ID team – Barrie or Gravenhurst	Click or tap here to enter text.
2. Appropriate time frame for reporting probable or suspected outbreak to the health unit.	Click or tap here to enter text.
3. Identify cases and staff: development of working case definition. <ul style="list-style-type: none"> • Start respiratory line list (separate lists for children and staff cases) • Case definition should include at least two of the following: fever, cough, runny nose, sneezing, congestion, sore throat, hoarseness, difficulty swallowing, tiredness, muscle aches, loss of appetite, headache, chills or irritability 	Click or tap here to enter text.
4. Routine Practices <ul style="list-style-type: none"> • Increase handwashing- review with staff/volunteers/children and review use of hand sanitizers. • Review staff assignments (staff providing care should not handle food) • Review respiratory etiquette and post signage to remind staff/children 	Click or tap here to enter text.
5. Isolate any symptomatic children until alternate care arrangements are made.	Click or tap here to enter text.
6. Cohorting by room will be required during the outbreak. <ul style="list-style-type: none"> • Staff should not be working at other child care locations and cohorting should be occurring as best able within their centre. 	Click or tap here to enter text.
7. Exclude ill children/staff until 5 days from the onset of symptoms or complete resolution of symptoms, whichever is shorter. Supervisors are to review with symptomatic staff exclusion from working in other centres for the duration of the outbreak.	Click or tap here to enter text.
8. Discuss deferring admissions or “short term care” until the outbreak is under control.	Click or tap here to enter text.
9. Notify families, visitors, and community stakeholders of outbreak status. Educate visitors/parents/volunteers on precautions and post signage indicating facility is currently in outbreak.	Click or tap here to enter text.
10. Cancel social activities, field trips and community functions	Click or tap here to enter text.
11. Increase Cleaning <ul style="list-style-type: none"> • Equipment, toys, etc. should be cleaned followed by disinfecting with a product proven effective against non-enveloped viruses (e.g. poliovirus, norovirus, rhinovirus, rotavirus). • All bedding, dress up clothes and plush toys are to be laundered on high heat. • Steam clean all carpets in affected rooms. 	Click or tap here to enter text.
12. Review activities and sensory play. Water play should be discontinued for duration of the outbreak.	Click or tap here to enter text.
13. Specimen Collection <ul style="list-style-type: none"> • Parents should be advised to bring their child to physician for assessment and possible arrangement of specimens. • Use of RAT/PCR (if eligible) is also recommended for COVID-19 testing. 	Click or tap here to enter text.
14. Daily update of new and resolved cases to be faxed to health unit Attention: ID Team.	Click or tap here to enter text.