

Child Care Respiratory Outbreak Management Checklist	Notes															
1. When did you first identify an increase in illness at the centre?	Enter Date															
2. <b>Notify</b> Simcoe Muskoka District Health Unit (SMDHU). • 705-721-7520 x 5744	Date SMDHU notified															
3. Start a <b>Line List</b> . <ul style="list-style-type: none"> <li>• Use a separate page for staff and a separate page for children.</li> <li>• Who to include on the line list?               <ul style="list-style-type: none"> <li>• Staff or children who have experienced more than one of the following symptoms:                   <table border="0" style="width: 100%;"> <tr> <td>▪ Fever</td> <td>▪ Congestion</td> <td>▪ Difficulty swallowing</td> </tr> <tr> <td>▪ Cough</td> <td>▪ Sore throat</td> <td>▪ Tiredness</td> </tr> <tr> <td>▪ Runny nose</td> <td>▪ Hoarseness</td> <td>▪ Muscle aches</td> </tr> <tr> <td>▪ Sneezing</td> <td>▪ Chills</td> <td>▪ Loss of appetite</td> </tr> <tr> <td>▪ Headache</td> <td>▪ Irritability</td> <td></td> </tr> </table> </li> <li>• Staff or children who have had at least 1 respiratory symptom and have received a laboratory confirmed result of a respiratory pathogen.</li> <li>• As directed by your public health inspector.</li> <li>• Update the line list each day and submit to SMDHU:                   <ul style="list-style-type: none"> <li>• Secure file upload - <a href="http://www.smdhu.org/secureupload">www.smdhu.org/secureupload</a></li> <li>• Fax: 705-733-7738</li> <li>• <b>Do not email</b> the line list directly to the inspector.</li> </ul> </li> </ul> </li> </ul>	▪ Fever	▪ Congestion	▪ Difficulty swallowing	▪ Cough	▪ Sore throat	▪ Tiredness	▪ Runny nose	▪ Hoarseness	▪ Muscle aches	▪ Sneezing	▪ Chills	▪ Loss of appetite	▪ Headache	▪ Irritability		
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4. <b>Isolation:</b> <ul style="list-style-type: none"> <li>• Isolate and send home when a child is symptomatic on-site.</li> <li>• Separate the ill child from the other children and contact caregivers to arrange for pick up as soon as possible.</li> <li>• Send ill staff home immediately.</li> </ul>																
5. <b>Exclusion:</b> <ul style="list-style-type: none"> <li>• Any line-listed child or staff may return to the centre when they are:               <ul style="list-style-type: none"> <li>• fever free and,</li> <li>• symptoms have been improving for at least 24 hours and,</li> <li>• child/staff are well enough to participate in programming or work.</li> </ul> </li> <li>• Supervisors are to review with symptomatic staff exclusion from working in other centres for the duration of the outbreak.</li> </ul>																
6. <b>Cohort</b> classrooms during the outbreak. <ul style="list-style-type: none"> <li>• Do not mix children from different classrooms and keep staff designated to one classroom.</li> <li>• Staff should not be working at other child care locations.</li> </ul>																

<p>7. <b>Notification:</b></p> <ul style="list-style-type: none"> <li>• Notify families, visitors, and community stakeholders of outbreak status.</li> <li>• Educate visitors, parents, and volunteers on precautions.</li> <li>• Post signage indicating facility is currently in outbreak.</li> </ul>	
<p>8. <b>Defer</b> admissions, visits to other rooms, and “short term care” until the outbreak is under control.</p>	
<p>9. <b>Cancel</b> social activities, field trips and community functions.</p>	
<p>10. <b>Routine Practices:</b></p> <ul style="list-style-type: none"> <li>• Increase handwashing – review with staff, volunteers and children.</li> <li>• Review the use of alcohol-based hand rub.</li> <li>• Review staff assignments - staff providing care should not handle food.</li> <li>• Review respiratory etiquette and post <a href="#">signage</a> to remind staff and children.</li> </ul>	
<p>11. <b>Disinfectant:</b></p> <ul style="list-style-type: none"> <li>• Switch to your outbreak level disinfectant: a product proven effective against non-enveloped viruses (e.g., poliovirus, norovirus, rhinovirus, rotavirus).</li> </ul>	<p>Enter name of disinfectant, contact time and concentration</p>
<p>12. <b>Increase Cleaning and Disinfection:</b></p> <ul style="list-style-type: none"> <li>• High-touch surfaces, equipment, toys, etc. should be cleaned and then disinfected with an outbreak level disinfectant.</li> <li>• Do not use a dishwasher to sanitize toys during an outbreak. Instead, fully immerse toys in the outbreak level disinfectant. For large toys, apply disinfectant with a spray or a cloth saturated with the disinfectant for the correct contact time.</li> <li>• All bedding, dress up clothes and plush toys are to be laundered on high heat.</li> <li>• Items that cannot be cleaned and disinfected or laundered should be removed for the duration of the outbreak.</li> <li>• Steam-clean all carpets in affected rooms.</li> </ul>	
<p>13. <b>Review</b> communal activities and sensory play.</p> <ul style="list-style-type: none"> <li>• Water play, or any sensory activities using water should be discontinued for the duration of the outbreak.</li> </ul>	
<p>14. <b>Specimen Collection</b></p> <ul style="list-style-type: none"> <li>• Parents should be advised to bring their child to a health care provider for assessment and possible arrangement of specimens.</li> </ul>	
<p><b>If there are any concerns about the above requirements, contact your assigned inspector for further discussion.</b></p>	
<p><b>Additional Comments:</b></p>	

Checklist completed by:

Date: