

COMMUNICABLE DISEASE REPORTING

2023-2024



Barry-Eaton District
Health Department

Be Active • Be Safe • Be Healthy

COMMUNICABLE DISEASE REPORTING REQUIREMENTS

Michigan Law requires schools and childcare centers to report specific diseases according to Act No. 368 of the Public Acts of 1978, which states that physicians, laboratories, primary and secondary schools, child daycares, and camps are required to report the occurrence or suspected occurrence of any disease, condition, or infections as identified in the Michigan Department of Health and Human Services (MDHHS) CD rules to your LHD within 24 hours.

It is important for schools to report to their LHD for a number of reasons, including:

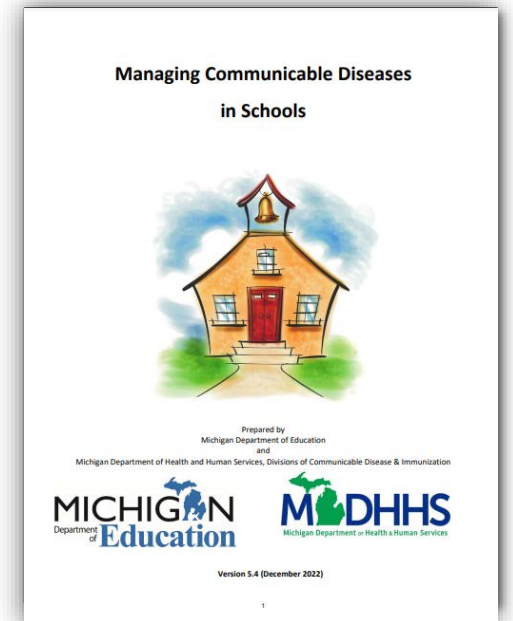
- To identify disease trends, outbreaks, and epidemics
- To enable preventative treatment and/or education
- To target prevention programs, identify care needs, and allocate resources efficiently
- To inform epidemiological practice and research
- To evaluate the success of long-term control efforts
- To assist with local, state, national, and international disease surveillance efforts



MANAGING COMMUNICABLE DISEASE IN SCHOOLS

Guidance from Michigan Department of Health and Human Services and Department of Education

- <https://bit.ly/3RdXZ1p>
- Schools can play a major role in helping to reduce or prevent the incidence of illness among children and adults in our communities. Encouraging good hand hygiene and following cleaning recommendations contribute to a safe and healthy learning environment for children. When schools report illness to their local health department (LHD), public health specialists can assist schools with disease prevention and control guidance. This document provides schools with general information on what steps they can take to prevent and control communicable disease.
- Concise guidelines for identifying, reporting, and responding to an illness, infection, or disease outbreak in school.



MANAGING COMMUNICABLE DISEASE IN SCHOOLS

BEDHD COVID-19 Resources:
[School COVID-19 Resources –
Barry-Eaton District Health
Department
\(barryeatonhealth.org\)](#)

School COVID-19 Resources

These materials are provided to schools within Barry and Eaton Counties to assist in school district planning and response for COVID-19. Due to the changing nature of the pandemic, these materials are subject to change at any time.

[School COVID-19 Guidance \(Updated Sept 2022\)](#)

- [School Contact Tracing Form](#) (BEDHD is not requiring contact tracing at this time)

The separate Toolkit appendices are available individually below:

- [Appendix A: Example COVID-19 Screening Tool for Staff](#)
- [Appendix B: COVID-19 Student Health Screening and Acknowledgement Form](#)
- [Appendix C: COVID-19 POSITIVE Reporting Form](#)- Use this form to report a positive COVID-19 case to BEDHD
- [Appendix D: Parent Notification Letter](#)
- [Appendix E: COVID Notification Sample Letter](#)

HRA Program

The Health Resource Advocate (HRA) program was created in 2022 to help provide schools with COVID-19 and general public health supports. HRAs work as liaisons; connecting schools with community resources and public health supports, and are available to assist with evidence-based program research, development, coordination, and implementation. Our HRAs have an ever-expanding list of projects and programming they have tackled, in addition to providing COVID-19 support, but we have yet to explore all the ways HRAs can help support each school and its individual needs.

If you have any questions about the program or would like to chat about how an HRA may be able to assist at your school, please connect directly with BEDHD's Outreach Supervisor: Lauren Metcalfe L.Metcalfe@bedhd.org or 517-541-2624.
[MOHHS - HRA Program](#)

State and Federal Resources

- [CDC Guidance for School Settings](#)
- [MALPH School Guidance 2022-2023](#)
- [CDC - Monkeypox: School FAQ](#)



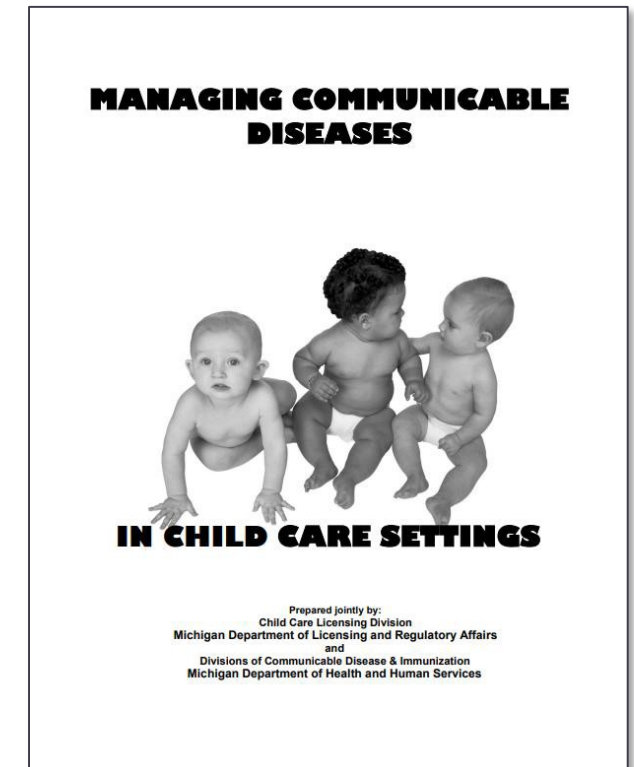
MANAGING COMMUNICABLE DISEASE IN CHILD CARE SETTINGS

Guidance from Child Care Licensing Division and Michigan Department of Health and Human Services

- https://www.michigan.gov/documents/lara/lara_BCALPUB-0111_0715_494233_7.pdf
- Guidelines for identifying, reporting, and responding to an illness, infection, or disease outbreak.

COVID-19 Resources

- LARA Guidelines for Safe Child Care Operations
- <https://bit.ly/3puOdMa>



QUESTIONS TO ASK PARENTS/GUARDIANS WHEN REPORTING AN ILL CHILD.



Instruct parents / guardians to leave as detailed as possible message regarding their student's absence.

- Exact nature of illness
- Onset of symptoms
- Vomiting?
- Diarrhea?
- Fever?
- Sore throat or Cough?
- Loss of taste or smell?
- Was child seen by doctor?



COMMUNICABLE DISEASE REPORTING WEBSITE

County Specific Sites

- For reporting schools and daycares in **Barry County**
 - <https://www.communicablediseasereporting.com/barry>
- For reporting schools and daycares in **Eaton County**
 - <https://www.communicablediseasereporting.com/eaton>





Communicable Disease Reporting

Please call the Barry-Eaton District Health Department at 517-541-2641 within 24 hours if any of the following illnesses are confirmed: Measles, Mumps, Rubella (German measles), Pertussis (Whooping cough), Meningitis (viral or bacterial), Hepatitis A or B, Varicella (chickenpox), Polio, Monkeypox (MPXV), Tuberculosis (TB), Haemophilus influenzae type B, Encephalitis or an unusual occurrence or outbreak of any disease or infection.

User ID:
Please fill out this field.
[Forgot User ID?](#)

Password:
[Forgot Password?](#)

[Sign In](#)

[Hints and Tips for Using Communicable Disease Reporting](#)

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This site can be found at: <https://barryeatonhealth.org/schools-communicable-diseases-and-reporting/>



Demo County Community Health

Communicable Disease Reporting

For your convenience, our reporting website allows you to enter your communicable report for last week through Tuesday of this week. If you had no illnesses to report for a week, then you are to check the 'Nothing to Report' box in Section 1 on your online form. Your data must be input by Tuesday to keep your facility in compliance with the State of Michigan's requirements.

Weekly Communicable Disease Reporting

- [Enter report for the current week, ending Friday, August 19, 2022](#)

COVID-19 Reporting

Different than the weekly reports you submit above, submitting a COVID-19 report to the health department is sent immediately after you click the Submit button on the following page.

Once you click the link below to create a report, you will a limited time to complete the form. Please collect any close contact information before continuing.

- [Create new COVID-19 report](#)

Other

- [Sign Out](#)



WEEKLY CD REPORTING: SECTION 1

Keep Facility Population Updated!

Section 1:


(*) Required data

Week ending Friday, August 19, 2022

Nothing to Report
If you select this box, no other data entry is required. After clicking in this box, go to the submit button at the bottom of this page and click it.

* Facility Population:

Demo Elementary School
123 S. Main
City 1, MI 45000
Phone: 555-4321
E-Mail: someone@demoschool.edu



- If there are no illnesses to report
 - Select the box indicating Nothing to Report
 - Submit button at bottom of page
 - YOU ARE DONE!



WEEKLY CD REPORTING: SECTION 2

Immediate Reporting of Serious Communicable Disease or Outbreak

- In addition to reporting aggregate and individual cases, call your local Health Department **IMMEDIATELY** (517) 541-2641 to report any of the following serious illnesses:

Measles

Mumps

Rubella

Chickenpox

Pertussis

Haemophilus Influenza Type B

Hepatitis

Meningitis

Encephalitis

Tuberculosis

****NOTE: COVID
Cases will be
reported in their
own form NOT
Section 2**

- Unusual disease occurrences and outbreaks are also **IMMEDIATELY** reportable to your LHD. An outbreak is defined as any increase in a certain type of illness. Note: if you are not certain an illness needs to be reported call your health department representative for further assistance.
- **Call our Case Investigation Line to report outbreaks: (517) 541-2641**



WEEKLY CD REPORTING: SECTION 3

- Fill in weekly total for each of the sections.
 - Influenza-like -- fever PLUS sore throat, cough and / or body aches
 - Gastrointestinal – vomiting and / or diarrhea
 - Unknown – Parents left no reason, “just not going to be in today” or “sick”

Section 3:

Please include the NUMBER of cases. Do not list individually in the section above.


**Influenza Like Illness
(Respiratory Flu):**

Fever of 100 degrees or more PLUS any of the following: Sore throat, cough, body aches

**Gastrointestinal Illness
(‘Stomach Flu’):**

Any child with vomiting and/or diarrhea

Unknown Illness:

Parent reports 'my child is sick' 



WEEKLY CD REPORTING: SECTION 4

- Record specific illness/diagnosis that is reported by parent/guardian
 - Should not be reported in this section if symptoms fit into section 3
- See list provided in section 4 or add to the “other” box provided
 - List anything reported to you that does not fit into section 3 or is not already specifically listed in this section.

Section 4:
Please include the NUMBER of cases. Do not list individually in the section above.

Cold/Bronchitis:	<input type="text"/>	Sore Throat (only):	<input type="text"/>
Fever:	<input type="text"/>	Scarlet Fever / Strep Throat:	<input type="text"/>
Fifth Disease:	<input type="text"/>	Pink Eye:	<input type="text"/>
Lice:	<input type="text"/>	Scabies:	<input type="text"/>
Impetigo:	<input type="text"/>	Ring Worm:	<input type="text"/>
Mononucleosis:	<input type="text"/>	Other:	
		Disease Name:	<input type="text"/>
		Disease Count:	<input type="text"/>



WEEKLY CD REPORTING: SECTION 5

- Mark this box if school was closed due to excessive illness related absences.
- Please contact the Health Department in the event of a necessary closure due to illness.

Section 5:

Did school close this week due to excessive absences? Yes No

Don't forget to submit your report.

- Select submit to send report to the Health Department.



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Other

- [Sign Out](#)



COVID-19 REPORTING

- Report COVID-19 cases daily.
- If a student tests positive through the school's antigen testing program, their case must be reported within **4 hours** using this link: https://newmibridges.michigan.gov/s/isd-antigen-testing-results?language=en_US

COVID-19 Report

[Go Back](#) | [Schools](#) | [Main Menu](#) | [Sign Off](#)

Facility Contact Information

Demo Elementary School
123 S. Main
City 1, MI 45000
Phone: 555-4321
E-Mail: someone@demoschool.edu

Student/Staff Information

* = required data

- 1) COVID-19 Positive Case (First and Last Name) *
- 2) COVID-19 Positive Case DOB *
- 3) Parent/Guardian Name *
- 4) Parent/Guardian Phone *
- 5) Parent/Guardian E-Mail *



COVID-19 REPORTING: CLOSE CONTACTS

- If you complete the Close Contacts section of the form, you DO NOT need to email us the contact tracing spreadsheet that was used in previous years.
- BEDHD is not currently requiring contact tracing. We may require it depending on MDHHS guidance or in some outbreak situations.

Close Contacts

A close contact is someone who was within 6 feet (about 2 arms' length) of an infected person during their contagious period* for at least 15 minutes, or for a total of 15 minutes in a 24 hour period, with or without wearing a mask. Individuals identified as close contacts must quarantine for 14 days after they were last in contact with an infected person.

For schools that use less than 6 feet between students in classrooms, the definition of close contacts should not change. Students sitting less than 6 feet next to another student or person diagnosed with COVID-19 for a total of 15 minutes or more should quarantine at home.

*Contagious Time Period: A person with COVID-19 is considered contagious starting from 2 days before they started having symptoms (or if they never have symptoms, 2 days before their COVID-19 nasal/throat swab test was performed), and continue being contagious for at least 10 days.

14) Were mitigation measures in place in the classroom? *

Yes No

15) Are there any Close Contacts to the COVID-19 positive individual? *

Yes No

If you selected Yes, please complete the next question.
If you selected No, please skip next question.

16) List any close contacts here

These individuals must quarantine for 14 days after they were last in contact with the positive person. Even if the close contacts test negative, they must complete the full 14 days of quarantine.

	Date of last contact with the positive person *	Close Contact's Name (first and last) *	DOB	Phone Number *	E-Mail *	Parent/Guardian Name *	Address *	County (if
1								
2								



COVID-19 REPORTING: STAFF & STUDENT GROUPS

- Please use **Question #22** to list:
 - If the case is a staff member or student
 - What grade the student is in & their teacher's name or classroom #
 - Bus numbers, sports teams, or other significant groups.

22) Please share any other information that could be helpful to know at this time.



DEADLINE TO REPORT

- Reports are due by the end of the day every *FRIDAY*.
- *Automated* reminders are emailed every Friday morning and Monday morning.
- If a holiday falls on a Friday or a Monday and the school will be closed, the Report is due the previous day, or before the holiday break/weekend.



CONTACT INFORMATION

General Communicable Disease Questions:

- (517) 541-2677
- Schools@bedhd.org

CD Reporting / Website Issues:

- Racheal Clark
- (269) 798-4125
- Rclark@bedhd.org

CD Case Investigation / Outbreak Reporting:

- (517) 541-2641

