

Operational Services

Administrative Procedure - Pandemic Influenza Surveillance and Reporting

During all levels of a pandemic flu outbreak, monitoring and documenting the number of students and staff who are absent and report having influenza is critical. Keeping track of these numbers helps health officials determine whether: (1) the outbreak is increasing in scope, (2) to declare an epidemic and (3) to close schools.

The following information assists officials to monitor illness rates and the potential for an epidemic:

Surveillance Levels	Response Actions
Standard Surveillance - Reported illnesses are within expected range.	Monitor attendance for increased reports of absence due to flu-like illness. Do not report absences to the local health department.
Heightened Surveillance - Reported illnesses exceed expected range.	Monitor weekly attendance for flu-like illness/absences and follow local health department reporting recommendations. Send weekly absence report to local health department upon request.
Intensive Surveillance - Reported illnesses significantly exceed expected range.	Monitor daily attendance and log as recommended by local health department guidelines. Continue morning <i>flu check</i> . Send daily absence report to local health department upon request. Begin preparation for potential school closure.

Implemented: 10/2012