

**Enteric Outbreak Management Form  
Recreational Camp Outbreak**

Outbreak Number: 2247-	Exposure Number:	Reported Date:	Outbreak Manager:
Location:	Reported By:	Facility Contact:	Phone: (     )     - Fax:   (     )     -
Unit No.-Street No.:	Street Name:	City:	Postal Code:

**1.0 Initial Outbreak Report**

Facility Wide: <input type="checkbox"/> Yes <input type="checkbox"/> No	Cabin/floor/area(s) affected:	Symptom Onset Date of Index Case:
No. Ill Campers/Patrons:	No. Ill Staff:	Menus Obtained: <input type="checkbox"/> Yes <input type="checkbox"/> No Any food handlers reported ill? <input type="checkbox"/> Yes <input type="checkbox"/> No Recent Events where food brought in? (list):
Total Camper/Patron Population at Risk:	Total Staff Population at Risk:	Drinking water sources (list):  Recreational water exposure? (list):
Attack Ratio (No. ill/No. at risk):	Attack Ratio (No. ill/No. at risk):	Pets/animal exposure? (list):

Symptoms:  Nausea  Vomiting  Headache  Fever  Abdominal Cramping  Diarrhea  Watery  Bloody  Mucous  
 Other (Specify):

**2.0 Initial Case and Outbreak Definitions**

After line listing received, ensure cases meet case definition and determine if outbreak definition met.

**Case Definition**  
 Use MOHLTC Infectious Diseases Protocol, Appendix B as a guide to develop case definition for outbreak and record in iPHIS notes. Begin note with "CASE DEFINITION".

**Outbreak Definition (See MOHLTC Infectious Diseases Protocol, Appendix B).**  
Confirmed outbreak  Continue to complete this form  
Suspect outbreak  See section 4.4.4 of the work instruction (WI-CDC-105) for steps to follow  
Does not meet outbreak definition  No further follow-up required, communicate this to facility contact

**3.0 Risk Assessment**

Is the causative agent known?  Yes  No  
*If yes, consider the severity of the disease and whether it is a reportable disease.*

Is a food or water or other environmental source suspected at this time (review epidemic curve for indications of point source, review symptoms and possible exposures/risk factors)?  Yes  No  
*If food or water or other environmental source is suspected further investigation to identify source is likely required.*

Are there are large number of persons at risk?  Yes  No  
Is the attack rate high?  Yes  No  
Have there been any cases hospitalized?  Yes  No  
Have there been any case fatalities?  Yes  No  
Are there any special populations affected (children, elderly, underlying health conditions)?  Yes  No  
*If severe illness reported or large number of persons at risk/affected, consider the need to increase investigation and control measures.*

Is there likely media or public interest in the outbreak?  Yes  No  
Additional comments on potential impact of the outbreak:

<b>4.0 Outbreak Notifications and Communications- Recreational Camps</b>		Completed= ✓ Not Applicable= N/A
Assign outbreak number and enter required information into iPHIS as per iPHIS Outbreak Summary User Guide.		<input type="checkbox"/>
Communicate to the facility contact that they are in outbreak and review section <b>5.0 Outbreak Control Measures</b> below with the contact. Have facility contact sign the completed form and obtain a copy for outbreak chart.		<input type="checkbox"/>
Send Letter (WIT-CDC-105-08) to facility administrator notifying of outbreak being declared.		<input type="checkbox"/>
Contact manager of Environmental Health Infectious Disease Program to make referral for outbreak. Provide PHI with information collected above including likelihood of food or water source and discuss next steps.  <b>Date referral made to Environmental Health (YYYY/MM/DD):</b> _____ <b>Public Health Inspector (First Name Last Name):</b> _____		<input type="checkbox"/>
Notify internal outbreak group of outbreak by e-mail.		<input type="checkbox"/>
Initiate master line listing, WIT-CDC-105-07		<input type="checkbox"/>
Advise that ill campers be taken to a health care provider for assessment and specimen collection. In unusual circumstances, specimens may be ordered by MOH.		<input type="checkbox"/>
Complete <a href="#">Public Health Laboratory Outbreak Notification Report</a> (WI-CDC-024) and fax to Orillia Public Health Laboratory if specimens will be collected and submitted.		<input type="checkbox"/>
Arrange delivery of enteric specimens to the Public Health Laboratory Refer to Ordering/Packaging/Shipping of Respiratory/Enteric Laboratory Specimens from Institutions to Public Health Lab (WI-CDC-024).		<input type="checkbox"/>
Notify Orillia Public Health Laboratory by telephone if specimens are shipped by health unit.		<input type="checkbox"/>
If an organism is identified in one specimen and only one specimen was submitted, then permission from the parent must be obtained prior to releasing the results to the camp. If an organism is identified where multiple specimens were submitted, the camp may be informed of the organism but not a child's identity.		<input type="checkbox"/>
On site visit to facility when possible to review control measures and provide resources such as outbreak signs and fact sheets.		<input type="checkbox"/>
Update master line listing. Communicate with facility contact after line listing received to address any questions or concerns.		<b>DAILY</b>
Update iPHIS with counts and review epidemic curve and data collected on cases for information on effectiveness of control measures. For reportable diseases, individual cases and contacts will also need to be entered in iPHIS as per disease specific iPHIS User Guide and Outbreak Module Contact User Guide v. 1.0.		<b>DAILY</b>
Media requests to be directed to the camp administrator.		<b>As Needed</b>
<b>4.1 Declaring the Outbreak Over</b>		Completed= ✓ Not Applicable= N/A
In consultation with the facility contact, determine that the outbreak can be declared over. See MOHTLC Guide (2013, pg. 46) for guidelines on declaring enteric outbreaks over.		<input type="checkbox"/>
Send Letter (WIF-CDC-105-10) to facility administrator notifying of outbreak being declared over.		<input type="checkbox"/>
Send e-mail message to internal outbreak group to notify that outbreak is declared over		<input type="checkbox"/>
Close outbreak in iPHIS within 15 business days of declaring the outbreak over (iPHIS Bulletin #17)		<input type="checkbox"/>
<b>4.2 Final Outbreak Report</b>		Completed= ✓ Not Applicable= N/A
Send letter of thanks and Outbreak Summary Report (WIT-CDC-105-11) to facility administrator.		<input type="checkbox"/>
If Urgent Response Team initiated, a debriefing meeting should take place within 2 weeks of outbreak being declared over.		<input type="checkbox"/>

5.0 Outbreak Control Measures- Recreational Camps		Reviewed= ✓ Not Applicable= N/A
<b>Communication</b>		
1.	Communicate information about outbreak to all campers, staff and parents/caregivers.	<input type="checkbox"/>
2.	Provide parents/caregivers with letter/fact sheet if appropriate.	<input type="checkbox"/>
3.	Notify visitors of potential risk of being exposed to illness at the camp. This may include posting signs indicating that the camp is experiencing an outbreak.	<input type="checkbox"/>
4.	Complete separate line listings for campers and staff daily and fax to the health unit by <b>11am</b> at <b>705-474-2809</b> .	<input type="checkbox"/>
5.	Fax a copy of the menu for the 7 days prior to the onset of symptoms in the first case to <b>705-474-2809</b> .	<input type="checkbox"/>
<b>Infection Prevention and Control Precautions</b>		
6.	Reinforce the importance of good hand washing, especially after using the washroom and before eating. Staff should also wash their hands after assisting with toileting, after removing gloves, before handling food and frequently throughout the day.	<input type="checkbox"/>
7.	Hand washing facilities should be checked to ensure that running water, supply of soap in a dispenser and paper towels or hand dryers are available and accessible for use.	
8.	If hand washing facilities are not available and hands are not visibly soiled, alcohol-based hand rub (ABHR) with at least 70% alcohol can be used. Young children should only use it under adult supervision.	
9.	Discourage sharing of any food, drinks or utensils.	
10.	Provide disposable gloves to staff for diapering, assisting with toileting, cleaning up body fluids and soiled clothing/bedding.	<input type="checkbox"/>
11.	Exclude ill campers and staff (i.e. in a medical unit or designated building) until symptoms resolve or guidelines based on a causative agent. <ul style="list-style-type: none"> <li>• Ill campers and staff must not prepare any food/drinks or participate in activities that involve direct person to person contact until 48 hours after symptoms resolve or guidelines based on a causative agent.</li> <li>• Campers and staff must practice excellent hand washing throughout illness and continue once symptoms resolve.</li> <li>• In some instances it may be recommended that ill campers/staff are removed from the camp environment.</li> </ul>	<input type="checkbox"/>
12.	Review staff assignments. Designate staff to care for only symptomatic individuals. Staff who care for/supervise ill campers should not handle food.	<input type="checkbox"/>
13.	If food service staff become ill while working, discard all ready-to-eat food they prepared while on shift.	<input type="checkbox"/>
<b>Environmental Cleaning and Disinfection</b>		
14.	Continue with cleaning and sanitizing practices in food preparation areas as previously outlined by your Public Health Inspector.	<input type="checkbox"/>
15.	Increase routine cleaning and disinfection of common touch items such as door handles, railings, light switches, toilets, sinks and handles.	<input type="checkbox"/>
16.	Promptly clean and disinfect surfaces contaminated by stool and vomit. Immediately cover spillage with dry disposable paper towels.	<input type="checkbox"/>
17.	Hard surfaces should be thoroughly cleaned with soap, hot water and a single use cloth then wiped down with a suitable disinfectant (eg. Accelerated hydrogen peroxide product and allow for contact time indicated on the product or sodium hypochlorite solution (1 part bleach to 9 parts water) and allow 10 minutes contact time followed by a rinse of the area/object). Mix fresh bleach solutions daily, verify concentrations with appropriate testing agents (i.e. test strips). <b>List disinfectant being used:</b> _____	<input type="checkbox"/>
18.	Clean soiled carpets and soft furnishings with hot water and detergent, or steam clean. Vacuum cleaning is not recommended.	<input type="checkbox"/>
19.	Contaminated clothing, bedding, plush toys and non-disposable mop heads should be laundered on hot cycle with detergent and hot air dried.	<input type="checkbox"/>
20.	Toys and sports/activity equipment in an outbreak affected area should be cleaned and disinfected at least daily. Remove from use where possible.	<input type="checkbox"/>
21.	Toys and sports/activity equipment handled by a camper who becomes ill should be removed from use until they have been cleaned and disinfected.	<input type="checkbox"/>
<b>Activities</b>		
22.	Suspend interactions between groups that have experienced illness and groups that have not experienced illness.	<input type="checkbox"/>
23.	Consider suspending field trips, overnight trips and large social gatherings. Review these with the health unit.	<input type="checkbox"/>
<b>Laboratory Testing</b>		
24.	Have ill campers assessed by a health care provider. If stool specimens are collected, the outbreak number should be placed on the specimen where possible. The health unit may facilitate delivery of specimens to the laboratory.	<input type="checkbox"/>

Please sign below, acknowledging that you have reviewed the above information. Return this form by fax to: 705-474-2809. If

you have any questions please contact \_\_\_\_\_ at 705-474-1400 ext: \_\_\_\_\_.

Camp Name: \_\_\_\_\_

Facility Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Health Unit Contact Signature: \_\_\_\_\_ Date: \_\_\_\_\_

References:

Ministry of Health and Long-Term Care, Public Health Division. Control of Gastroenteritis Outbreaks in Long-Term Care Homes (October 2013). Queen's Printer for Ontario: Toronto, Canada.

York Region Public Health. (2014). Enteric Outbreak Control Measures: Guidelines for Child Care Centres. Available at: <http://www.york.ca/wps/portal/yorkhome/support/yr/childrenservices/childcareresources/>

Hall A.J., Vinjé J., Lopman B., et al. (2011). Updated norovirus outbreak management and disease prevention guidelines. *Morbidity and Mortality Weekly Report*, 60(RR03);1-15.

Provincial Infectious Diseases Advisory Committee [PIDAC]. (2018). Best Practices for Environmental Cleaning for Infection Prevention and Control in all Health Care Settings. 3rd Edition. Toronto, Ontario: Queen's Printer for Ontario. p. 112.

Provincial Infectious Diseases Advisory Committee (2014). *Best Practices for Hand Hygiene in All Health Care Settings, 4th Ed.* Toronto, ON: Queen's Printer for Ontario.

