

SUBJECT: MANAGEMENT OF RESPIRATORY ILLNESS OUTBREAK

EFFECTIVE DATE: 12/20/2019

I. PURPOSE:

The purpose of this health services bulletin (HSB) is to provide administrative and operational guidelines to manage apparent outbreaks of respiratory illness.

These standards and responsibilities apply to both Department staff and Comprehensive Health Care Contractor (CHCC) staff.

II. DEFINITIONS:

- A. Cluster** refers to a number of similar infections grouped together. It is not a precise term and no set number of cases equals a cluster. Usually it is smaller than an outbreak or an epidemic. It can occur slowly over a longer period of time.
- B. Outbreak** refers to the sudden rise in the number of cases of a disease.
- C. Quarantine** refers to the restriction of the activities of well persons who have been exposed to a case of communicable disease during its period of communicability. The purpose is to prevent disease transmission during the incubation period if infection should occur.
- D. Influenza-like illness** is a febrile illness with symptoms such as chills, headache, eye pain, muscle aches, malaise, loss of appetite, sore throat, and dry cough.

III. ACTION:

- A.** When an inmate is seen for influenza-like illness the nurse will educate the inmate on hand washing technique and respiratory hygiene. Documentation of education will be noted in the inmate patient's record on the DC4-701, *Chronological Record of Health Care*.
- B.** During flu season posters of respiratory hygiene and flu symptoms will be posted in the medical unit, (including waiting room), dorms, classrooms, and chow hall.
- C.** When the number of influenza-like illnesses [ILI] rise above the endemic rate (a cluster of five [5] cases of influenza like illnesses within three [3] days or nine [9] cases within nine [9] days) the chief health officer / institution's medical director or designee will report to the Central Office Clinical Contract Monitor – Public Health or designee (Refer to procedure 401.001, *Movement Restrictions During Communicable Disease Outbreaks*, for reporting outbreaks).

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- D. The Chief of Medical Services or designee will determine if an outbreak exists and determine the need for a movement restriction for the institution or a portion of the institution.
- E. Ill inmates will be housed away from well inmates until seventy-two (72) hours after symptoms have been resolved.
- F. Once the Chief of Medical Services or designee determines there is an outbreak, the Central Office Clinical Contract Monitor- Public Health or designee will notify the Regional Infection Control Coordinator / institutional Infection Control Nurse or designee, to report the outbreak to the local county public health department pursuant to Rule 64D-3.029, F.A.C., and will notify the Regional Department of Health epidemiologist daily, by submitting a DC4-543, Daily Infectious Disease Outbreak Report. Complete DH 1847 Department of Health Laboratory Form (located on the intranet under official forms, other agencies) for any cultures being sent to the State Lab.(Bureau of Public Health Laboratories-Jacksonville, PO Box 210, Jacksonville, Florida 32231)
- G. The Regional Infection Control Coordinator / Institutional Infection Control Nurse will submit report DC4-544C, *Infectious Disease Outbreak Worksheet* each morning to the Central Office Clinical Contract Monitor- Public Health. The report will include the number of new cases in the last twenty-four (24) hours and the current number of ill inmates.
- H. The Chief of Medical Services or designee will evaluate the situation daily to determine when the outbreak is over and lift the movement restriction.
- I. The Regional Infection Control Coordinator / Institutional Infection Control Nurse will submit report DC4-539A, Summary of Infection Control Investigation – Table V within 7 days of an outbreak being resolved to the Central Office Clinical Contract Monitor – Public Health or designee.

IV. RELEVANT FORMS AND DOCUMENTS:

- A. DC4-701, *Chronological Record of Health Care*
- B. DH 1847, *Department of Health Laboratory Form*
- C. DC4-543, *Daily Infectious Disease Outbreak Report*
- D. DC4-544C, *Infectious Disease Outbreak Worksheet*
- E. DC4-539A, *Summary of Infection Control Investigation – Table V*

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Health Services Director

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This Health Services Bulletin Supersedes:

HSB dated 03/05/01, 1/23/09,07/13/11,
AND 11/20/14
