

## Acute Gastroenteritis Outbreak Management Checklist for Assisted Living and Residential Facilities

Facility Name:			
Address:			
City:		State:	Zip Code:
Telephone #:		Fax #:	
Contact Name:		Email:	

The following recommendations and reporting requirements are being provided to you to assist in the control of the current outbreak at your facility. Please review these basic guidelines with key staff members. We are requesting that you return the sign and dated copy of this form to Contra Costa Public Health - Communicable Disease Programs {Fax #: (925) 313-6465 and Phone #: 925-313-6740}

**Resources:**

- Recommendations for the Prevention and Control of Viral Gastroenteritis Outbreaks in California Long-Term Care Facilities - California Department of Public Health (CDPH, 2006) <https://www.cdph.ca.gov/pubsforms/Guidelines/Pages/HAlandIC.aspx>

Focus Area	Outbreak Intervention	N/A <input checked="" type="checkbox"/>	<input type="checkbox"/> Preliminary Report Date Initiated	<input type="checkbox"/> Final Report Date Completed
<b>1. Communication</b>				
a.	Notify facility Administration and/or Corporate			
b.	Notify facility Infection Control, if applicable			
c.	Report Outbreak of Acute Gastrointestinal (GI) illness to Contra Costa Public Health @ 925-313-6740. ❖ <u>Outbreak definition</u> : 2 or more cases (residents and/or staff) with GI symptoms in a 48 hr. period in your facility. ❖ <u>GI symptoms</u> = 1 or more symptoms of nausea, vomiting, non-bloody diarrhea or abdominal discomfort			
d.	Report Outbreak to California Department of Social Services Community Care Licensing. ( <a href="http://www.cclcd.ca.gov/PG408.htm">http://www.cclcd.ca.gov/PG408.htm</a> )			
e.	Transferring to hospitals: If transfer is needed to a <u>higher level of care</u> , inform the transporting agency and receiving facility of your outbreak.			
f.	No new admissions and transfers to your facility until there are no new cases of residents and employees for <b><u>at least 4 days (96 hours)</u></b> .			
g.	Post signs at all entrances for visitors and staff stating gastroenteritis outbreak and recommend washing hands with soap and water when they arrive and leave. Sample signage at: <a href="http://cchealth.org/norovirus">http://cchealth.org/norovirus</a>			
h.	Designate a restroom where visitors can wash their hands.			
i.	“Well checks” on ill residents 2-3 times per day is suggested. Alert family or conservator if a resident conditions worsens, or recommend the resident contact their family, if able.			
<b>2. Infection Control</b>				
a.	Confine <u>symptomatic</u> residents to their room/apt. until <b><u>2 days (48 hours)</u></b> at minimum after symptoms cease.			

			<input type="checkbox"/> Preliminary Report	<input type="checkbox"/> Final Report
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b.	Persons entering room/apt. for cleaning and/or assisting with activities of daily living need to observe the following steps: <b>1) Wear a protective apron and gloves</b> when entering residents room, <b>2) Wear a mask</b> if resident is vomiting or if you are cleaning or disposing of vomit or stool, and <b>3) Remove protective apron and gloves</b> at the resident's door place in laundry hamper and wash hands before continuing other activities.			
c.	Perform hand hygiene (washing) using soap and water immediately <b>before</b> putting on gloves and <b>after</b> removing protective apron and gloves.			
d.	Do not take equipment into residents room unless absolutely necessary. Leave items at door. Any items taken into the resident's room/apt. should be cleaned and disinfected before use with another resident.			
<b>3. Facility Control Measures</b>				
a.	Discontinue community dining until <b>4 days (96 hours)</b> after the last identified case; serve meals to resident's rooms. Avoid serving meals to visitors.			
b.	Cancel or postpone <b>all</b> group activities until at least <b>4 days (96 hours)</b> after the last identified case.			
c.	Screen visitors, volunteers and employees for GI symptoms. If symptomatic, instruct them to stay home until symptom-free for at least <b>2 days (48 hours)</b> .			
d.	Remove <b>all</b> symptomatic employees from work.			
e.	Assist residents in hand washing with soap and water before meals and after toileting, if possible			
f.	Discontinue the "floating" of all employees from the affected unit/area to an unaffected unit/area.			
<b>4. Daily Reporting</b>				
a.	Complete line list for <b>symptomatic residents</b> ; Update and fax daily to Contra Costa Public Health @ 925-313-6465			
b.	Complete line list for <b>symptomatic employees</b> ; Update and fax daily to Contra Costa Public Health @ 925-313-6465.			
<b>5. Management of Kitchen &amp; Food Handlers</b>				
<b>NOTE: Complete the following section if a kitchen employee (food handler) worked while symptomatic.</b>				
a.	Remove <b>all</b> symptomatic kitchen employees from work. Instruct them to stay home until symptom-free for at least <b>2 days (48 hours)</b> .			
b.	Dispose of <b>all</b> ready-to-eat food that may have been contaminated or handled by a symptomatic kitchen employee.			
c.	Temporarily close kitchen when a symptomatic food handler is identified. Sanitize with a 1:10 bleach solution all food preparation areas and kitchen surfaces.			
<b>6. Environmental Cleaning &amp; Laundry</b>				
<b>NOTE: Norovirus can survive in a dried state on surfaces at room temperature for up to 21-28 days</b>				
<ul style="list-style-type: none"> <li>See Environmental Cleaning Flyer</li> </ul>				

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	<a href="http://www.disinfect-for-health.org/">(http://www.disinfect-for-health.org/)</a>			
a.	Clean and disinfect vomit and fecal spillages promptly. Employees need to wear proper protective clothing (i.e. plastic apron, isolation gown, gloves and mask). If not available, call Public Health for assistance.			
b.	Increase cleaning frequency of hard non-porous high touch surfaces to three times per day with a commercial disinfectant or 1:10 bleach solution. ***High touch surfaces include, but not limited to: door knobs, bed rails, call lights, bedside tables, commodes, toilets, phones, keyboards/mouse, hallway rails, elevator buttons and faucets***			
c.	<b>Use 1:10 bleach solution or</b> EPA registered commercial disinfectants affective against Norovirus (EPA List G) <a href="https://www.epa.gov/pesticide-registration/">(https://www.epa.gov/pesticide-registration/)</a>			
d.	Soiled carpets and soft furnishings: clean with hot water and detergent or steam clean. Dry vacuuming is not recommended (it can aerosolize the virus).			
e.	Hold soiled (contaminated) laundry away from your clothing to prevent contamination and transmission. Place immediately into dirty laundry hamper.			
f.	Use disposable cleaning cloths and mop heads. Ideally use one wipe/cloth per one surface.			
<b>7. Lab Testing</b>				
a.	Specimens should be collected as soon as possible after the onset of illness up to 7 days.			
b.	Collect stool samples from at least 3 symptomatic residents and/or employees.			
c.	Specimens should be stored at refrigeration temperature until ready to transport to a lab. Store stool in a tightly closed container. Do not place specimen where food or medication is stored. <b>(Contact Public Health for assistance if this is problematic)</b>			
<b>8. Outbreak Resolution</b>				
a.	Date facility or unit reopened to new admissions and transfers.			
b.	Monitor for symptoms of new GI illness among all residents and employees until <b>at least</b> one week following the last onset of illness.			
c.	Handwashing should continue with soap and water for employees and residents before eating and after using the bathroom. The virus may be present in stool for two or more weeks after recovery.			

I have read and reviewed these recommendations and had the opportunity to ask questions.

**Preliminary Report:** \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Facility Representative)

**Final Report:** \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Facility Representative)