

SCHOOL COMMUNICABLE DISEASE MANAGEMENT GUIDELINES

In order to facilitate effective management of communicable disease within schools, the following guidelines were developed by Shasta County School Nurses in collaboration with Shasta County Public Health. It is recommended that these guidelines be followed in any communicable disease situation.

- A. INITIAL DISEASE NOTIFICATION:** School is notified of a contagious condition in a student or staff. The teacher, or first person notified, will immediately contact the school nurse/administrator.

School nurse/administrator will:

- 1) Contact Public Health at 225-5591 or 225-3767 (after hours), if Public Health is not the notifying agency and provide pertinent contact and other information to Public Health.
- 2) Attempt to contact the affected child's parents/guardian or staff to obtain the health history and discuss the school's procedures to control the transmission of a communicable disease in the classroom, assuring the affected parents or staff of confidentiality. The school nurse/administrator shall make parents or staff aware of the need to confirm the medical diagnosis with the health care provider.

- B. CONTROL AND PREVENTION:** A plan for the control and prevention of a communicable disease will be developed by the school nurse/administrator in consultation with Public Health, and any other referring agency if appropriate.

- 1) Determine who, if anyone, is at risk: i.e. students or staff with close contact, students or staff in the same classroom, other students, other staff (including transportation and itinerant), family members or others living with affected student or staff.
- 2) Determine what intervention, if any, is indicated.
- 3) Determine who will provide the required intervention.
- 4) Develop strategy for early identification of additional cases, an exclusion policy, if warranted, and referral procedures for treatment of any suspected cases. If a parent/guardian chooses not to have their child receive recommended preventive treatment, the child will be excluded, until the incubation period is over or clearance from his/her health care provider. (Exclusion also applies to any staff choosing not to receive recommended preventive treatment.)

- C. COMMUNICATION:** School nurse/administrator, in consultation with Public Health, will develop a plan of communication.

- 1) Determine who will notify the at-risk population by verbal and/or written information.

2) Develop content of verbal and/or written information which may include:

- Name of diagnosed condition
- How it is transmitted
- Who is at risk
- Signs and symptoms of illness
- When to see a doctor
- Precautions to take to prevent the spread of disease
- Exclusion policy and school re-entry, if applicable.

3) If the communicable disease is a reportable condition (as described in Title 17 California Code of Regulations), the school superintendent, principal, school nurse and Public Health will review any disease related communication before release. The school district and Public Health may issue communications jointly; i.e., letter, fact sheet or other health message.

4) Determine how to educate the rest of the school site, which may include written information and availability of face-to-face consultation or in-service with staff and/or parents. School district will work collaboratively with Public Health in the process. All communication to internal school employees and volunteers to be approved by administrator(s), school nurse and, if appropriate, Public Health.

D. FOLLOW-UP: School nurse/administrator in consultation with Public Health will determine appropriate follow-up plan.

- 1) Determine what classroom/environment cleanup, if any, is medically indicated per organism and route of transmission. Maintenance Supervisor and/or staff may be contacted for some classroom needs.
- 2) Develop a follow-up system for monitoring new cases.
- 3) Enforce any exclusion policy which may include proof of treatment from the health care provider for readmission.
- 4) Ensure follow-up of preventive treatment, which may be recommended depending upon the degree of exposure and organism.
- 5) Notify other appropriate nurses, school sites and superintendents if indicated.

Date	Date	Date
Superintendent/Principal	Donnell Ewert, M.P.H. Director Shasta County Public Health	Andrew W. Deckert, M.D., M.P.H. Health Officer Shasta County Public Health
School District/School		