

**ADMINISTRATIVE DIRECTIVE FOR COMMUNICABLE DISEASE CONTROL
INFORMATION: SCHOOL REGION, AND DISTRICT OFFICES
UPDATED REVISION**

These guidelines represent the procedures and activities to be followed in suspected communicable disease control situations in a school. NOTE: Prompt and accurate reporting permits health officials to exercise necessary precautions to prevent the spread of disease.

- Step 1: If a child is suspected of having a communicable disease, or the principal is so advised by the parent or physician, the principal should follow the procedures outlined in the section Communicable Disease Control Information: in the *Handbook for School Health Facilitators*, pp. 68-69. This memorandum should replace those pages.
- Step 2: If a child, suspected of having a communicable disease, is in school, the principal should isolate the child, notify parents to pick up the child, and suggest that medical advice be sought.
- Step 3: If it is confirmed by a parent, a physician, or other responsible source that the student has a communicable disease, the principal must immediately notify the region office. Notification must be given to staff of the Comprehensive Health Office at 305-995-1235, giving the name of suspected communicable disease, student name, date of birth, home address, parent/guardian name, home phone, student-s grade, last day of attendance before illness, attending physicians name and phone, hospital student is in and date of hospital admission.
- Step 4: The staff will notify the appropriate office of the Miami-Dade County Department of Public Health, relay instructions to the principal or contact at the school, and notify School Operations.
- Step 5: a. If the Miami-Dade County Department of Public Health advises that a letter should be sent home, that department will provide the letter in English, Spanish, and Haitian Creole where necessary.
- b. If the school principal believes that a letter should be sent home, the region office is to be advised. The principal or designee will notify the Comprehensive Services office staff, who will advise the Miami-Dade County Department of Public Health and determine the appropriate letter in English, Spanish and Haitian Creole.

(Guidelines for the Reporting of Communicable Diseases to School Parents - Parent notification should be provided for the following, according to the Miami-Dade County Department of Public Health:

Tuberculosis (one or more cases).

Vaccine preventable diseases.

Meningitis disease (meningitis and meningococemia) (one or more cases).

Hepatitis.

Other diseases as deemed appropriate by the Miami-Dade County Department of Public Health, depending upon individual circumstances. (Single or sporadic cases of Scarlet Fever or Streptococcal sore throat ordinarily do not have any public health significance.) Notification is necessary only if an outbreak is suspected or unusual circumstances exist.

If the school principal is aware of excessive concern among the parents about a particular disease or condition for which the Miami-Dade County Department of Public Health has not recommended that a letter be sent home to parents, and the principal feels that notification would be desirable from a community relations standpoint or for clarification or informational purpose, then the principal should recommend through the Comprehensive Health Programs office to the Health Department that a letter be sent home to parents.

Step 6: A child, who has been absent with a confirmed communicable disease, should be readmitted to school only with a physician's report that he/she is no longer contagious. Any special instructions concerning readmission to school will be given to the school by the Miami-Dade County Department of Public Health.

According to the Miami-Dade County Department of Public Health, the most common and frequently occurring diseases and conditions WHICH SHOULD BE REPORTED are:

Food Poisoning
Hepatitis
Meningitis (any form)
Mumps
Pertussis (Whooping Cough)

Rubella (German Measles)
Rubeola (Red Measles)
Tuberculosis
Typhoid Fever
Rash-like illnesses
Fifth disease