**What to do: Outbreak Response and Reporting**

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| ✓ | Tasks | Reference |
|  | Notify  Notify the Local Health Department within 24 hours |  |
|  | Track  Begin to track cases’ symptom profiles and personal information using the case log |  |
|  | Specimens  Work with LHD to send 3 specimens to the laboratory. |  |
|  | Educate  Be sure teachers and staff are aware of the outbreak, what symptoms to look for and how to keep germs from spreading. |  |
|  | Control Measures   * Have students stay home from school they have had no symptoms for 48 hours. * Cancel group activities * Deep clean bathrooms and frequently touched surfaces. * Enforce strict hand washing (supervised hand washing for younger students) * Limit visitors * Post Flu Outbreak Notice on all entrances |  |
|  | Ending an Outbreak   * Work with LHD to maintain and review the Flu Outbreak Case Log * The outbreak is over after the last case is symptom free for 2 incubation periods (2 days) |  |