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Dear Principal:

Illness patterns in children can be an important indicator of communicable disease occurrence in the community. Any communicable disease cases, unusual occurrences, or outbreaks that occur among children and staff at your facility are required¹ to be reported to the Oakland County Health Division (OCHD) Communicable Disease (CD) Unit within 24 hours at 248-858-1286 or 888-350-0900 ext. 81286. Disease prevention and control efforts depend on your participation in the reporting process.

The OCHD Health and Human Services Communications Portal (HHSCP) is where your facility can report communicable disease illnesses. If you need to register to use the HHSCP, please contact Kim Krumm at krummk@oakgov.com. To assist in reporting, the following updated documents are included in this packet and are also available on the HHSCP and the OCHD website: <https://www.oakgov.com/health/services/disease-prevention/Pages/default.aspx>

- 1) 2024-2025 Reportable Diseases for Schools, Pre-Schools and Childcares
- 2) Communicable Disease Reference Chart – 2024-2025

Reports are due weekly (see guidance below). OCHD analyzes this data on a weekly basis to evaluate the health of school age children, monitor for potential outbreaks, and to assess what information or messaging may be helpful to our schools. Confidentiality of health information is critical.

Please Note:

- **The OCHD CD Unit no longer accepts faxed school communicable disease reports.**
- The Communicable Disease Reference Chart has been updated. Please discard earlier versions.
- Names of children with diagnosis of a reportable communicable disease must be submitted. If multiple children in the same classroom or age group are ill with the same disease, within the same time period, it is considered a potential outbreak.
 - Children with COVID19, influenza or influenza-like illness do **not** need to be reported by name; however, the total number of children with these infections should be reported for the week.
- It is very important for us to have accurate information related to respiratory diseases such as influenza. We appreciate your attention to the difference between illness caused by influenza and those caused by a stomach virus, aka the stomach flu.
- For weeks when the facility is closed, please submit a report with “No School in Session” checked.

Thank you for your continued collaboration with us. We look forward to working with you this school year.

Communicable Disease Unit
Oakland County Health Division
Department of Health and Human Services

¹Michigan Communicable Disease Rules, Bureau of Epidemiology, Communicable and Related Disease, Reporting and Surveillance Requirements R 325.173 (9)(a)-(b) https://www.michigan.gov/-/media/Project/Websites/mdhhs/Folder4/Folder5/Folder3/Folder105/Folder2/Folder205/Folder1/Folder305/1472_2014-073CH_AdminCode_1.pdf?rev=fed7874c8b564ab88f3c6a75a8b53ee1