



Communicable Disease Reporting

How to Report Student Illnesses

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MMDHD 24-7 Pager 989-276-0260

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What is a Communicable Disease?

A communicable disease (CD) is an infectious illness which can result from either direct contact with an infected individual, an infected individual's discharges (such as mucous, saliva, feces, or body fluids), or by indirect contact (for example, through a mosquito bite).

Why do Schools & Childcare Centers Have to Report Communicable Diseases?

Michigan law requires that schools and childcare centers report occurrence of any communicable disease to the local health department on a weekly basis. Physicians, clinical laboratories, primary and secondary schools, childcare centers, and camps are required to report occurrence or suspected occurrence of any disease, condition or infection as identified in the Michigan Communicable Disease Rules (**Act NO. 368 of the Public Acts of 1978-Communicable Disease Reporting**).

Communicable disease reports from all of the reporting entities are reviewed by the communicable disease nursing staff at the Mid-Michigan District Health Department (MMDHD) to look at trends of illnesses in the county. It is important for schools to report on a weekly basis for a number of reasons, but mostly:

- To identify outbreaks and epidemics
- To enable preventive treatment and/or education
- To ensure the safety of the educational environment in your school
- To target prevention programs, identify care needs, and allocate resources efficiently
- To facilitate research
- To assist with local, state, national, and international disease surveillance efforts

Collecting Timely and Accurate Information

Timely and accurate disease reporting is essential to the health of all residents of Clinton Gratiot and Montcalm Counties. It is extremely important that all schools in Clinton, Gratiot and Montcalm Counties comply with reporting requirements. In order to do this the following steps should be put in place:

- Designate one person at each school to collect accurate communicable disease data daily
- Train an alternate person to collect and report communicable disease data in case the primary person is absent
- Submit communicable disease reports to the MMDHD **every Friday (recommended), but by Monday at Midnight (even if there are no diseases to report)**
- Notify the MMDHD immediately when you become aware of an illness that is listed on the "List of Reportable Diseases" or if the school is closed due to illness
- Have a consistent manner of questioning parents about the child's illness
- Educate parents on the importance of reporting illness to schools.

Obtaining Information from Parents Answering Machine Message and Child Illness Inquiry

In an effort to receive accurate and consistent information from each school, the MMDHD suggests that schools include the following directions in their answering machine message and when questioning a parent about a child's illness.

- 1. Describe the symptoms of the illness (vomiting, diarrhea, fever, rash, etc.)**
- 2. Report the type of illness if known and who identified the illness**
- 3. Leave a phone number where the parent/guardian can be reached or an address if there is no phone**

Newsletter Information for Parents

The following is an example of what schools could include in their newsletters or other correspondence to parents to make them more aware of the importance of calling in children's illness and what information is needed:

Important Notice to Parents/Guardians From the Mid-Michigan District Health Department Regarding Student Absences

The Mid-Michigan District Health Department is working directly with your child's school to make Clinton, Gratiot and Montcalm Counties a healthier place to live. Michigan law requires that schools report the occurrence of any communicable diseases to the local health department on a weekly basis. To assist your child's school in reporting communicable diseases to the health department and preventing disease outbreaks, please be specific when reporting your child's absence.

When calling in for a child please include the following information:

- 1. A description of the symptoms of the illness (vomiting, fever, rash, diarrhea, etc.)**
- 2. The type of illness if known and who identified the illness**
- 3. Your telephone number (if no phone, give address)**

Your cooperation with the school and the Mid-Michigan District Health Department is greatly appreciated.

The following is a list of conditions required to be reported by schools, child-care centers, and camps. School personnel are not expected to be familiar with every disease listed on page 4. However, this list should be available for quick reference whenever there is doubt as to whether a disease should be reported. You may always call the health department to speak with a communicable disease nurse if you have ANY questions about these diseases.

List of Reportable Diseases

Acute flaccid myelitis
Anaplasmosis (*Anaplasma phagocytophilum*)
Anthrax (*Bacillus anthracis* and *B. cereus* serovar anthracis)
Arboviral encephalitides, neuro - and non - neuroinvasive:
Chikungunya, Eastern Equine, Jamestown Canyon, La Crosse, Powassan, St. Louis, West Nile, Western Equine, Zika
Babesiosis (*Babesia microti*)
Blastomycosis (*Blastomyces dermatitidis*)
Botulism (*Clostridium botulinum*)
Brucellosis (*Brucella abortus*, *melitensis*, *suis*, and *canis*)
Campylobacteriosis (*Campylobacter* species)
Candidiasis (*Candida auris*)
Carbapenemase-Producing Organisms (CPO)
Chancroid (*Haemophilus ducreyi*)
Chickenpox / Varicella (*Varicella-zoster virus*)
Chlamydial infections (all sites - genital, rectal, and pharyngeal, Trachoma, Lymphogranuloma venereum (LGV)) (*Chlamydia trachomatis*)
Cholera (*Vibrio cholera*)
Coccidioidomycosis (*Coccidioides* species)
Cryptosporidiosis (*Cryptosporidium* species)
Coronaviruses, Novel (SARS, MERS-CoV)
COVID-19; including SARS-CoV-2 variant identification
Cronobacter sakazakii
Cyclosporiasis (*Cyclospora* species)
Dengue Fever (Dengue virus)
Diphtheria (*Corynebacterium diphtheriae*)
Ehrlichiosis (*Ehrlichia* species)
Encephalitis, viral or unspecified
Escherichia coli, O157:H7 and all other Shiga toxin positive serotypes
Giardiasis (*Giardia* species)
Glanders (*Burkholderia mallei*)
Gonorrhea (*Neisseria gonorrhoeae*)
Guillain - Barre Syndrome
Haemophilus ducreyi (Chancroid)
Haemophilus influenzae, sterile sites
Hantavirus
Hemolytic Uremic Syndrome (HUS)
Hemorrhagic Fever Viruses
Hepatitis A virus
Hepatitis B virus
Hepatitis C virus
Histoplasmosis (*Histoplasma capsulatum*)
HIV
Influenza virus (weekly aggregate counts)
Influenza pediatric mortality
Novel influenza viruses, report individual cases
Kawasaki Disease
Legionellosis (*Legionella* species)
Leprosy or Hansen's Disease (*Mycobacterium leprae*)
Leptospirosis (*Leptospira* species)
Listeriosis (*Listeria monocytogenes*)
Lyme Disease (*Borrelia burgdorferi*)
Malaria (*Plasmodium* species)
Measles (Measles/Rubeola virus)
Meliodosis (*Burkholderia pseudomallei*)
Meningitis: bacterial, viral, fungal, parasitic and amebic
Meningococcal Disease, (*Neisseria meningitidis*)
Mumps (Mumps virus)
Orthopox viruses, including: Smallpox, Mpox)
Pertussis (*Bordetella pertussis*)
Plague (*Yersinia pestis*)
Polio (Poliovirus)
Prion disease, including Creutzfeldt-Jakob Disease (CJD)
Psittacosis (*Chlamydophila psittaci*)
Q Fever (*Coxiella burnetii*)
Rabies (Rabies virus)
Rabies: potential exposure and post exposure prophylaxis (PEP)
Respiratory syncytial virus (RSV) pediatric mortality
Rubella (Rubella virus)
Salmonellosis (*Salmonella* species)
Shigellosis (*Shigella* species)
Spotted Fever (*Rickettsia* species)
Staphylococcus aureus, vancomycin intermediate/resistant (VISA/VRSA)
Streptococcus pneumoniae
Streptococcus pyogenes, group A, including Streptococcal Toxic Shock Syndrome (STSS)
Syphilis (*Treponema pallidum*)
Tetanus (*Clostridium tetani*)
Toxic Shock Syndrome (non-streptococcal)
Trichinella spiralis (Trichinellosis)
Tuberculosis (*Mycobacterium tuberculosis* complex)
Tularemia (*Francisella tularensis*)
Typhoid Fever (*Salmonella typhi*) and Paratyphoid Fever
Vibriosis (Non-cholera *Vibrio* species)
Yellow Fever (Yellow Fever virus)
Yersiniosis (Non-pestis *Yersinia* species)

In the Event of an Actual or Potential Outbreak Situation

The Mid-Michigan District Health Department collects communicable disease reports from health care providers, schools, and childcare centers. The MMDHD reviews the reports to identify disease trends, illnesses and outbreaks in the county.

In the event of an actual or potential outbreak of a serious communicable disease, your district may be contacted to provide information to assist us in the investigation of the disease, and ultimately in the protection of the school community. Your assistance during the beginning critical phases of an investigation is important to its success.

*The Michigan Public Health Code (MCL 333.5111) and administrative rules give local and state health departments the authority and responsibility to investigate cases of disease and suspected transmission. Any information provided by the school is covered under the Michigan Public Health Code in accordance with state law and will not violate FERPA standards. It is extremely important that schools maintain confidentiality regarding information shared during a communicable disease investigation.

The Privacy Rule in the Health Insurance Portability and Accountability Act of 1996 (HIPPA) allows for the disclosure of protected health information, without individual client/patient authorization, to public health authorities, who are legally authorized to receive such reports for the purpose of preventing or controlling disease.

An investigator who presents official identification of a local health department or the Michigan Department of Health and Human Services shall be provided with medical and epidemiological information pertaining to any of the following persons on request:

- Individuals who have any condition required to be reported or other condition of public health significance
- Individuals, whether ill or well, who are part of a group in which an unusual occurrence, outbreak, or epidemic has occurred
- Individuals who are not known to have a condition, but whose medical or epidemiological information is needed for investigation into the cause of a condition of public health importance
- Individuals potentially exposed to a designated condition

Information which may be requested includes, but is not limited to the following:

- Absence history related to current illness
- Name, date of birth, address and telephone number of the ill person
- Name of child's parent/guardian
- Name of health care provider, if known
- Current immunization information, if available
- List of classmates, teachers, or others who may have been exposed to the disease, with telephone numbers
- Bus route, with telephone numbers

- List of extra-curricular activities student/staff/faculty is active in, with potential need for list of students and staff participants and telephone numbers.

Instructions for Reporting

- During the week, **keep track of incoming reports** as they are phoned into your building.
- Submit communicable disease reports to MMDHD every Friday (recommended), but by Monday at Midnight (even if there are no diseases to report).
- If a case of ANY of the listed “List of Reportable Diseases” is reported to your school, or if the school is closed due to illness, call the health department IMMEDIATELY at 989-227-3111 or 989-227-3126 in Clinton County, 989-875-1019 in Gratiot County or 989-831-3615 in Montcalm County to speak with the communicable disease nurse.
 - ❖ If a communicable disease nurse is not available when you call, leave a message with the name of the school, name of student, the type of illness you are reporting, and contact information for the student and their doctor if available.
 - ❖ You may also call the communicable disease nurse’s cell phone, which is listed on the first page of this document.

Ways to Report

Online reporting (preferred method):

The website for accessing the online reporting tool is as follows:

Clinton <https://communicablediseasereporting.com/clinton.php>

Gratiot <https://communicablediseasereporting.com/gratiot.php>

Montcalm <https://communicablediseasereporting.com/montcalm.php>



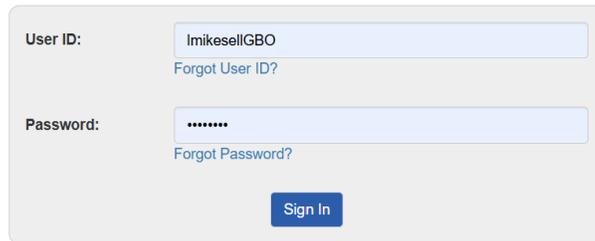
Mid-Michigan District HEALTH DEPARTMENT

CLINTON • GRATIOT • MONTCALM

Communicable Disease Reporting

Schools play an essential role in reporting communicable diseases in the community. According to the State of Michigan Public Health Code (Public Act 368, of 1978 as amended), the local Health Department shall be notified of the occurrence of reportable communicable diseases.

- Enter your User ID and Password to gain access.
- Each time you submit data you will need to login.
- *Do not share your user name and password with anyone because it identifies you as a user.*
- Do not leave your password near your computer such as attaching it to or writing it on the computer monitor.
- **Remember to click the *submit button* after entering the data.**
- If you forgot your user ID or password, you can retrieve those by clicking the Forgot User ID or Forgot Password links and follow the instructions provided. Retrieving your forgotten user ID or password requires that you have immediate access to your email address on file with the county.



User ID:
[Forgot User ID?](#)

Password:
[Forgot Password?](#)

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- ❖ Above is the login screen for the CD reporting online tool.
- ❖ Enter your User ID and Password to gain access.
- ❖ Each time you submit data you will need to login.
- ❖ If you forgot your user ID or password, you are able to retrieve those by clicking the Forgot User ID or Forgot Password links and follow the instructions provided.
- ❖ Retrieving your forgotten user ID or password requires that you have to have immediate access to your email address on file with the county.
- ❖ *Do not share your username and password with anyone because it identifies you as a user.*
- ❖ Do not leave your password near your computer such as attaching it to or writing it on the computer monitor.
- ❖ **Remember to click the “submit” button after entering the data.**

Section 1 displays the reporting period end date and the school name. The Facility Population reflects the number when the source account was originally created or last edited. If the "Nothing to Report box is checked, no other data entry is required. Just click submit button at bottom of page.

- Please note the asterisk indicates required data. The form will not submit without your information for those required items.
- Next you will see the date of the upcoming Friday (week ending Friday, January 1, 2000) displayed.
 - Reports are for the school week (Monday-Friday). You can input data all week at your convenience, but no later than 11:59:59 p.m. Monday night.
 - For example, if you missed reporting your data on Friday and received a reminder email on Monday at or after 12:00 a.m. to submit your data you can do so until 11:59:59 p.m. Monday night.
 - Also, clicking the submit button saves the data. It doesn't submit to MMDHD until 12:00 a.m. on Tuesday.
 - At any time during the week you can return to the form to make changes and the data you last entered is displayed. You can add data until 11:59:59 p.m. on Monday night. After that time, the form will appear empty and the data will be submitted to MMDHD.
 - Any changes/corrections to submit for the previous week after **12:00 a.m. Tuesday** will need to be done by faxing a Michigan School Building Weekly Communicable Disease Reporting form to your county CD nurse.
 - Remember, you must click the submit button at the bottom of the form to send the data to MMDHD.

(*) Required data

Week ending Friday, July 26, 2019

Nothing to Report

If you select this box, no other data entry is required. After clicking in this box, go to the submit button at the bottom of this page and click it.

* Facility Population:

605

- **Section 1** displays the reporting period end date and the school name. The Facility Population reflects the number when the source account was originally created or last edited. If the "Nothing to Report box is checked, no other data entry is required. Just click "submit" button at bottom of page.
 - Please note the asterisk indicates required data. The form will not submit without your information for those required items.
 - Next you will see the date of the upcoming Friday (week ending Friday, January 1, 2000) displayed.
 - Reports are for the school week (Monday-Friday). You can input data all week at your convenience, but no later than 11:59:59 p.m. Monday night.
 - For example, if you missed reporting your data on Friday and received a reminder email on Monday at or after 12:00 a.m. to submit your data you can do so until 11:59:59 p.m. Monday night.
 - Please note: the new reporting week starts 12:00 a.m. Monday and if you have not yet submitted data for last week or need to make edits to the previous week then there will be two dates displayed, make sure to click on the correct date.



Weekly Communicable Disease Report

Please note: the new reporting week starts 12:00 a.m. Monday and if you have not yet submitted data for last week or need to make edits to the previous week then there will be two dates displayed, make sure to click on the correct date.

Please select what you wish to do:

- [Enter report for last week, ending Friday, July 26, 2019](#)
- [Enter report for the current week, ending Friday, August 2, 2019](#)

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- Also, clicking the “submit” button saves the data. It doesn’t submit to MMDHD until 12:00 a.m. on Tuesday.
- At any time during the week, you can return to the form to make changes and the data you last entered is displayed. You can add data until 11:59:59 p.m. on Monday night. After that time, the form will appear empty, and the data will be submitted to MMDHD.
- Any changes/corrections to submit for the previous week after 12:00 a.m. Tuesday will need to be done by faxing a Michigan School Building Weekly Communicable Disease Reporting form to your county CD nurse.
- Remember, you must click the “submit” button at the bottom of the form to send the data to MMDHD.

Section 2 displays potentially sensitive data specific to a person reported absent with an identified communicable disease. ***If data is entered into this section, the county CD nurse must be notified immediately to obtain information regarding the case.***

- Please ensure all fields have been documented. List all confirmed or suspected cases of communicable diseases including: Measles, Rubella (German Measles), Mumps, Hepatitis, Pertussis (Whooping Cough), Haemophilus Influenza type B, Encephalitis, Meningitis, and Chickenpox (Varicella).
- Should you need more lines than the initial seven provided, click the additional rows button below the last row and seven more rows will appear.
- Please contact a communicable disease nurse if unsure what to report.

* = required data

* Student or Staff Name last, first	* Birth Date mm/dd/yyyy	* Phone	* Address street, city	* Parent Name or Staff Position last, first	* Grade Help	* Disease	Date 1st absent mm/dd/yyyy	Date Tested mm/dd/yyyy	Date Symptoms Started mm/dd/yyyy	Diagnosed by
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▾	Select One ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select Or ▾
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▾	Select One ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select Or ▾
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▾	Select One ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select Or ▾
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▾	Select One ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select Or ▾
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select ▾	Select One ▾	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select Or ▾

Add Additional Rows

- **Section 2** displays potentially sensitive data specific to a person reported absent with an identified communicable disease. ***If data is entered into this section, the county CD nurse must be notified immediately to obtain information regarding the case.***
 - - Please ensure all fields have been documented. List all confirmed or suspected cases of communicable diseases (complete list on page 4 and 5), including: Measles, Rubella (German Measles), Mumps, Hepatitis, Pertussis (Whooping Cough), Haemophilus Influenza type B, Encephalitis, Meningitis, and Chickenpox (Varicella).
 - Should you need more lines than the initial seven provided, click the additional rows button below the last row and seven more rows will appear.
 - Please contact a communicable disease nurse if unsure what to report.

Section 3 displays data specifically related to influenza concerns and shows the numbers of absences related to those categories as required by MDHHS. This section is for reporting flu and flu-like illnesses.

- Definitions are provided for each influenza illness or each variation thereof. This is the area you fill in the aggregates of the different types of flu based on the information reported to you from the parent. A description is provided to the right of each choice.
 - It is important to collect as much information from parents about their child's illness as possible when they are calling the school to report that their child is sick. This will help you to categorize the illnesses correctly.
 - Do not count the same child more than once
 - Enter 0 if no cases occurred in the reporting week

PLEASE NOTE: Haemophilus Influenza Type B (Hib) is not the same as seasonal influenza. Hib is a bacterial illness that can lead to a potentially deadly brain infection in young children. Hib may cause diseases such as meningitis (inflammation of the coverings of the brain and spinal column), bloodstream infections, pneumonia, arthritis and infections of other parts of the body.

The health department reports aggregate counts weekly of the different types of flu to the Michigan Department of Health and Human Services (MDHHS). This is why it is so important to receive these counts and the information is made available to the Center for Disease Control (CDC).

Influenza Like Illness (Respiratory Flu):	<input type="text"/>	Any child with bronchitis, pneumonia, or fever and any of the following symptoms: sore throat, cough, generalized aching in the back or limb muscles. Vomiting and diarrhea alone is NOT respiratory flu.
Gastrointestinal Illness ('Stomach Flu'):	<input type="text"/>	Any child with vomiting and/or diarrhea for 24 to 48 hours (24-hour flu, winter vomiting disease or norovirus)
Unknown Influenza ('Flu'):	<input type="text"/>	Parent reports 'my child has flu' AND no other symptom information available

- **Section 3** displays data specifically related to influenza concerns and shows the numbers of absences related to those categories as required by MDHHS. This section is for reporting flu and flu-like illnesses.
 - Definitions are provided for each influenza illness or each variation thereof. This is the area you fill in the aggregates of the different types of flu based on the information reported to you from the parent. A description is provided to the right of each choice.
 - It is important to collect as much information from parents about their child's illness as possible when they are calling the school to report that their child is sick. This will help you to categorize the illnesses correctly.

Please Be Aware of the Different Types of "Flu"

Influenza-Like Illness (Respiratory Flu): Any child with fever and any of the following symptoms: sore throat, cough, generalized aching in the back or limb muscles. Vomiting and diarrhea alone are NOT respiratory flu.

Gastrointestinal Illness (Stomach Flu): Any child with vomiting and/or diarrhea for 24 to 48 hours (24-hour flu, winter vomiting disease or norovirus).

Unknown Influenza (Flu): Parent reports' my child has the flu' no symptom information available.

NOTE: Haemophilus Influenza Type B (Hib) is not the same as seasonal influenza. Hib is a bacterial illness that can lead to a potentially deadly brain infection in young children. Hib may cause diseases such as meningitis (inflammation of the coverings of the brain and spinal column), bloodstream infections, pneumonia, arthritis and infections of other parts of the body. The health department

reports aggregate counts weekly of the different types of flu to the Michigan Department of Health and Human Services (MDHHS). This is why it is so important to receive these aggregate counts, and the information is made available to the Center for Disease Control (CDC).

Section 4 displays the number of absences related to non-influenza concerns.

- This section is designed to account for illnesses not previously mentioned.
- Document the aggregate counts for each illness reported.
- These illnesses **DO NOT** need to be listed individually in Section 2.
- Enter 0 if no cases occurred in the reporting week

Cold/Bronchitis:	<input type="text"/>	Scarlet Fever / Strep Throat:	<input type="text"/>
COVID-19:	<input type="text"/>	Pink Eye:	<input type="text"/>
Fever:	<input type="text"/>	Scabies:	<input type="text"/>
Fifth Disease:	<input type="text"/>	Ring Worm:	<input type="text"/>
Lice:	<input type="text"/>	Hand Foot and Mouth:	<input type="text"/>
Impetigo:	<input type="text"/>	RSV:	<input type="text"/>
Mononucleosis:	<input type="text"/>	Other:	
Sore Throat (only):	<input type="text"/>	Disease Name:	<input type="text"/>
		Disease Count:	<input type="text"/>

- **Section 4** displays the number of absences related to non-influenza concerns.
 - This section is designed to account for illnesses not previously mentioned.
 - Document the aggregate counts for each illness reported.
 - These illnesses **DO NOT** need to be listed individually in Section 2.

Section 5 answers the question of whether the school was closed because of an outbreak/illness.

- This field is defaulted to “No”.
- If this field is documented “Yes”, promptly notify the health department.
- This indicates if school was closed during the week at any point due to illness/outbreak.
- Remember, you can return to the form and change the data or add more data at any time prior to 11:59:59 p.m. Monday night.

Did school close this week due to excessive absences? Yes No

- **Section 5** answers the question of whether the school was closed because of an outbreak/illness.
 - This field is defaulted to “No”.
 - If this field is documented “Yes”, promptly notify the health department.
 - This indicates if school was closed during the week at any point due to illness/outbreak.
 - Remember, you can return to the form and change the data or add more data at any time prior to 11:59:59 p.m. Monday night.

CD Reporting Deadline

The deadline for reporting each week is Friday (recommended), but by Monday at Midnight (for the previous week). However, if the online CD reporting system has not received your report by Sunday at Midnight, you will be sent an automated message to remind you to complete the report for the previous week.

If you miss the Monday at Midnight deadline, you will be unable to complete the report for the previous week. *You will need to complete a Michigan School Building Weekly Communicable Disease Reporting Form and fax to the CD nurse for your county.* The CD nurse will complete the online report for you and you will receive credit for completing the previous week’s report.

Remember that every Monday you will see two reporting links: one for the previous week and for the current week. Be sure to select the correct date for the week you are submitting the data. After the Monday at Midnight deadline, you will only see the current week’s link and you will no longer be able to submit the previous week’s reporting data.

Ways to Report Cont.

Fax Form for Reporting

- A copy of the Michigan School Building Weekly Communicable Disease Reporting Form is available at <https://www.mmdhd.org/wp-content/uploads/2025/06/2025-6-5-School-CD-Weekly-Report-FILLABLE-.pdf>
 - This reporting method may also be helpful if the designated school CD reporter is not available to complete the online report and another staff person can complete the report
 - or if you miss the online reporting deadline (11:59:59 p.m. on Monday night).
 - This form is designed similar to the online reporting form.

General Information (Section 1)

- Indicate week ending date* Always a Friday even if school ends on a different day that week
- Indicate School District & School/Pre-School/Daycare
- Telephone Number
- enrollment
- Submitted by (name of person submitting report)
- Check if Nothing to Report

Serious Communicable Disease (Section 2) *Call the Health Department to speak to a communicable disease nurse if **ANY** of the listed “**List of Reportable Diseases**” is reported to your school.

Enter Aggregate #'s of Suspected Flu (Section 3)

- Do not count the same child more than once
- Enter 0 if no cases occurred in the previous week

Aggregate Numbers Other (Section 4)

- Complete each field
- Enter 0 if no cases occurred in the previous week

Did School close this week due to excessive absences? (Section 5) Indicate yes or no

Call the Health Department to speak to a communicable disease nurse if the school is closed due to illness.

Fax Numbers

Clinton County 989-227-3126 Gratiot County 989-875-1032 Montcalm County 989-831-3666

Guidelines for Readmission to Daycare and Schools for Common Childhood Illness

CHICKENPOX (Varicella)	Until lesions crusted and no new lesions for 24hr (for non-crusting lesions: until lesions are fading and no new lesions appear)
CONJUNCTIVITIS (Pink Eye)	Exclude only if herpes simplex conjunctivitis and eye is watering; exclusion also may be necessary if 2 or more children have watery, red eyes; contact LHD
COVID-19	Exclude until 24hr with no fever and symptoms improving
DIARRHEAL ILLNESS (Unspecified)	Exclude until diarrhea has ceased for 24h or until medically cleared
SALMONELLA (Salmonellosis)	Exclude until diarrhea has ceased for at least 2 days; additional restrictions may apply
SHIGELLA	Exclude until diarrhea has ceased for at least 2 days; Medical clearance required
FIFTH DISEASE (erythema infectiosum)	No exclusion if rash is diagnosed as Fifth disease by a healthcare provider
HAND-FOOT-MOUTH DISEASE	If secretions from blisters can be contained, no exclusion required
HEPATITIS A	Exclude until 7 days after jaundice onset and medically cleared; exclude from food handling for 14 days
HERPES SIMPLEX I, II (cold sores / fever blisters) (genital herpes)	No exclusion necessary
IMPETIGO	Cover lesions; can delay treat until day's end; no exclusion if treatment started before next day
HEAD LICE	Students with live lice may stay in school until end of day; immediate treatment at home is advised
MONONUCLEOSIS	Exclude until able to tolerate activity; Exclude from contact sports until recovered
PERTUSSIS (Whooping cough)	Exclude until 21 days after onset or until 5 days after appropriate antibiotic treatment
RINGWORM	Can delay treatment until day's end; no exclusion if treatment started before next day; exclude from contact sports, swim until treatment start
SCABIES	Treatment may be delayed until end of the day; if treatment started before next day's return, no exclusion necessary
INFLUENZA	Exclude until 24hrs with no fever and cough has subsided
STREP THROAT & SCARLET FEVER	Exclude until 12hrs after antimicrobial therapy (2+ doses)
RASH ILLNESS (Unspecified)	Exclude if fever, change in behavior
VOMITING ILLNESS (Unspecified)	Exclude until 24hrs after last episode

As a general guideline, children with fever (temp. 100.4 F or greater), vomiting, severe diarrhea, respiratory symptoms, or those too sick to have meaningful school interaction should be excluded. Note: The above table is not a complete list. Please call the health department to speak to a communicable disease nurse for additional guidance on readmission to school/daycare for diseases not included in the above table.

Contact Numbers for Information & Assistance

- ❖ To immediately report a serious illness
- ❖ For information on disease management in schools
- ❖ For reporting guidelines
- ❖ For questions about disease surveillance and disease rates
- ❖ For questions about school reporting rates
- ❖ Staff that need to be trained in the online Communicable Disease Reporting process or trained staff needing additional assistance

Clinton Branch Office

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Additional Health Department Contact Information

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District Health Department #10
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Mid-Michigan District Health Department

www.mmdhd.org

For immunization information visit:

- MCIR
www.mcir.org
- MDHHS
www.michigan.gov/immunize

For communicable disease information visit:

- [Michigan Department of Health and Human Services \(MDHHS\) Communicable Diseases A-Z](#)
- [Centers for Disease Control and Prevention \(CDC\)](#)
- [MDHHS: Head Lice Manual](#)
- [MDHHS: Scabies Prevention and Control Manual](#)
- [Michigan Manual for the Control and Prevention of Bed Bugs](#)
- [Managing Communicable Diseases in Child Care Settings](#)
- [Michigan Department of Education and Michigan Department of Health and Human Services, Divisions of Communicable Disease & Immunization \(September 2025\) Managing Communicable Diseases in Schools](#)

Parent Notification Letters

Parent notification letters are available upon request to the school building/districts for most commonly reported illnesses. If you are requesting a letter for distribution, contact the communicable disease nurse in your county. If the nurse is not available in your county, you may contact a communicable disease nurse from another county. These letters are an additional resource school districts may wish to utilize, but not a requirement to distribute because a case was reported.