

August 2011

Dear Preschool Director:

Illness patterns in school age children can be an important indicator of communicable disease occurrence in the community. Disease prevention and control efforts depend on your participation in the reporting process. Communicable disease that occurs among students and staff at your facility should be reported to the Oakland County Health Division – Communicable Disease Unit. Enclosed in this packet you will find:

- 1) Updated Reporting Form
- 2) Updated List of Reportable Diseases
- 3) Updated Communicable Disease Reference Chart

Please complete a report form each week of the school year and return it to us at:

- Fax: 248-858-0178 or
- Mail: Oakland County Health Division  
Communicable Disease Unit  
1200 North Telegraph Rd. Bldg. 36E  
Pontiac MI 48341

Additional forms can be found on our website at: [www.oakgov.com/health](http://www.oakgov.com/health) under the “Public Health Fact Sheet” link. Please check our website for updated forms and information regularly. Confidentiality of health information is critical. Please keep this information in a private area not visible to staff or the public.

Since the 2009-2010 school year it has been possible to report communicable diseases electronically on the OCHD Health and Human Services Communication Portal. Feedback from schools using the electronic format has been positive. Experience with the Portal has shown that electronic reporting is quicker than paper reporting, it saves money and is easy to complete. It also allows for timely two way communication for health messages from us and feedback from you. **If you are interested in learning more about electronic reporting please call the Communicable Disease Unit (CD Unit) at 248-858-1286.**

**Please Note:**

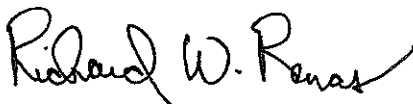
- Several changes have been made to the Communicable Disease Reference chart. Please refer to this year’s version and discard earlier versions.
- Students with **Rash Illness with Fever** should now be reported by name.
- Names of children who have **Chickenpox** need to be reported.

- For the weeks that a school is not in session please send in a report for those weeks with the “**No School in Session**” box checked.
- 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**”.
- Children who have **Influenza** do not need to be reported by name however, the number of children with influenza should be reported together as a total for the week.

As always, please report any serious communicable disease, any unusual occurrence or outbreak within 24 hrs. directly to the CD Unit at 248-858-1286 or 1-888-350-0900, ext. 81286.

Thank you very much for your collaboration with us on this matter. We really do look forward to your weekly reports!

**Oakland County Health Division**  
Department of Health and Human Services

A handwritten signature in black ink that reads "Richard W. Renas". The signature is written in a cursive style with a large, prominent 'R' at the beginning.

Richard W. Renas, M.P.H.  
Epidemiologist