



## Section 4: Tool

# Influenza Outbreak Control Checklist

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- Institute standard hand washing and droplet precaution measures (see Healthy Hands Campaign sidebar below)
- Continue to actively monitor residents and staff for illness (refer to signs and symptoms tool)
- Re-offer vaccination to any staff or residents not yet vaccinated
- Keep residents with confirmed and suspected influenza together and away from other residents
- Restrict staff movements among units and floors
- Educate residents on hand hygiene and cough etiquette
- Notify your state Department of Health
- Notify family members and receiving facilities of the outbreak (see sample letter and sample call script for families)
- Ensure that resident rooms and common areas are cleaned more frequently
- Ensure that adequate supplies of masks, gloves and gowns are available
- Consider asking visitors to wear masks and gloves
- Consider visitor restrictions and keep local media informed (see sample letter to media)

For more detailed guidelines on managing an influenza outbreak, the CDC Web site has extensive information at: [www.cdc.gov/flu/professionals/infectioncontrol/index.htm](http://www.cdc.gov/flu/professionals/infectioncontrol/index.htm).

## Healthy Hands Campaign

Get residents involved in helping to boost hand washing frequency and cut down on transmission of the flu virus in your facility. Here's a program that one LTCF implemented and you may want to try also:

- Several residents were appointed to act as Volunteer Deputy Monitors (VDMs) and given "sheriff" badges to identify their role
- VDMs were posted where they usually spent time near the various entrances and elsewhere inside the facility
- VDMs were asked to monitor and encourage staff and visitors to clean hands at sanitizing dispensers as they entered and moved around the building
- Residents enjoyed playing a role in helping to prevent flu from spreading throughout the facility.