

Directions for school nurses

Suspected infectious disease outbreaks are reportable to the state. An outbreak in a school setting is defined as a student absentee rate greater than 15%

What to do when you reach this rate:

1. Document daily absenteeism rate.
2. Consider reason for high absenteeism – is it illness related? (Non-illness related reasons might include busy travel days).
3. If absenteeism is likely due to illness, complete the Absentee Reporting Form.
4. Return to state of Maine by e-mail (disease.reporting@maine.gov), fax (800-293-7534) (both e-mail and fax are monitored M-F 8-5), or by calling 1-800-821-5821 (available 24 hours).
5. An epidemiologist will contact you to follow-up.
6. In order to facilitate documentation once elevated absenteeism has been identified, the Absenteeism Tracking Form may be given to those who answer the phone to help track symptoms.