

Influenza Outbreak Preparation Checklist for Long Term Care Facilities Before an Outbreak

I. Prevention Measures	N/A	Completed	Date	Initials
1. Vaccinate residents <ul style="list-style-type: none"> • Offer influenza vaccine to all current residents and any new admissions 				
<ul style="list-style-type: none"> • Refer residents ≥65 years to HCP for pneumococcal vaccine • Keep a record of resident vaccinations 				
2. Vaccinate staff <ul style="list-style-type: none"> • Encourage influenza vaccination for all unvaccinated staff 				
3. Distribute facility illness policy to staff <ul style="list-style-type: none"> • Staff with influenza-like illness may not work until 24 hours after fever resolution without the use of fever reducing medication; exclusion for a minimum of 5 days is ideal • Staff developing influenza-like illness while working must immediately wear a face mask, notify management, and leave work 				
II. Preparation	N/A	Completed	Date	Initials
1. Order/stock Nasopharyngeal Specimen Collection kit for respiratory virus testing from facility reference lab				
2. Develop an influenza testing plan <ul style="list-style-type: none"> • Begin testing when any resident has signs and symptoms of influenza-like illness • Collect specimens within 3-4 days of illness onset 				
3. Develop an antiviral treatment plan for ill residents <ul style="list-style-type: none"> • Obtain pre-approved orders from physicians • Treat ill residents. Do not wait for lab confirmation 				
4. Develop an antiviral chemoprophylaxis plan for non-ill residents <ul style="list-style-type: none"> • Obtain pre-approved orders from physicians • Prioritize residents on same unit/floor of ill resident/s • Administer prophylaxis to prevent illness for minimum of 2 weeks. Continue for at least 7 days after last known case is identified 				
5. Provide letter to residents and families about facility influenza protocol <ul style="list-style-type: none"> • Include influenza fact sheet • Include facility contact who should be notified in event of resident illness 				
6. Conduct active daily surveillance for influenza-like illness <ul style="list-style-type: none"> • When influenza activity is detected in the community, screen residents, staff, and visitors for influenza illness 				