

**MARION COUNTY  
HEALTH & HUMAN SERVICES  
COMMUNICABLE DISEASE**

**RESPIRATORY  
AND  
GASTROINTESTINAL (GI)  
OUTBREAK TOOLKIT  
FOR LONG-TERM CARE FACILITIES**

CREATED IN 2019. UPDATED AUGUST 2025.



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OREGON  
Health & Human Services

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# RESPIRATORY OUTBREAK CHECKLIST

When a respiratory outbreak is identified, use this checklist as a guide to prevent further transmission.

## NOTIFY

- ☐ Notify Marion County Communicable Disease at 503-588-5621 (24/7) and provide information about:
  - # of ill residents and staff
  - hospitalizations and/or deaths
  - symptoms and onset dates
  - total number of residents that live in the facility
  - total number of staff that work at the facility
  - type of testing completed
  - % of residents and staff up-to-date on their flu and COVID-19 immunizations

## TEST

- ☐ Test all residents and staff in affected units within a 72 hour period. Contact-tracing testing may be appropriate if administration has the knowledge and ability to do so.
- ☐ For residents admitted to area hospitals, request a respiratory viral panel PCR test.

## IMPLEMENT INFECTION CONTROL MEASURES (Standard and Droplet Precautions)

- ☐ See [Infection Control Guidance: SARS-CoV-2](#) and/or [Interim Guidance for Influenza Outbreak](#)
- ☐ Use PPE. Refer to [At-A-Glance Infection Control Guidance for Respiratory Pathogens](#)
- ☐ Isolate ill residents. If possible, cohort residents with same diagnosis in a single area. COVID-19: 10 days since symptom onset or positive test; FLU: 7 days since symptom onset.
- ☐ Exclude ill staff. COVID-19: 7 days since onset for COVID-19 if negative viral test obtained between days 5-7 (otherwise, 10 days); FLU: 7 days since flu symptom onset; RSV: After recovery of symptoms.
- ☐ Promote respiratory hygiene, hand hygiene, and cough etiquette. Refer to [Oregon Health Authority - Interim Summary of Long-Term Care Facility Infection Control for Covid-19 and other Respiratory Pathogens](#)
- ☐ Avoid group activities (including communal meals).
- ☐ Ensure testing for new resident admissions and transfers. Follow disease-specific guidance for facility testing.
- ☐ Post outbreak notification and entry screening signage for visitors. See [Notice of Respiratory Outbreak & PROJECT FIRSTLINE](#)
- ☐ Cohort staff assignments if possible. This reduces risk of transmission.
- ☐ Encourage staff and residents get up-to-date on immunizations.



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# RESPIRATORY OUTBREAK CHECKLIST

## TREATMENT AND CHEMOPROPHYLAXIS (REFER TO [DO YOU HAVE A PLAN?](#))

- ☐ Provide antiviral treatment immediately to all LTCF residents with confirmed or suspected influenza.
- ☐ Administer chemoprophylaxis to all residents when  $\geq 2$  ill within 48 hours AND at least one resident with lab-confirmed influenza.
- ☐ For COVID-19, refer to residents' primary care providers or the facility medical director to determine whether treatment is appropriate for each individual based on comorbidities, other medications taken, and severity of illness.

## MAINTAIN COMMUNICATION WITH MARION COUNTY

- ☐ Maintain contact throughout the duration of the outbreak. Respond to Marion County's phone calls and emails in a timely manner. Marion County staff will ask for up to date counts of total positives broken down by staff and residents. They will also need to know most recent onset dates, of any hospitalizations, and/or deaths.

*\*Please note that for influenza, RSV, and COVID-19 outbreaks, respiratory case logs are no longer required but are available if requested. For outbreaks of reportable respiratory illness such as pertussis, measles, etc. case logs will be required.*

## CLOSING THE OUTBREAK

- ☐ Outbreaks may close after the completion of two incubation periods (or 7 days after the last case onset for influenza outbreaks). After confirmation from Marion County Public Health, outbreak procedures may cease.

Marion County may need additional details while completing outbreak documentation, ensure communication is maintained to ensure no delay with outbreak closure. Once Marion County completes their documentation, all information is submitted to the Oregon Health Authority for review.



# RESPIRATORY OUTBREAKS



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## GUIDANCE FOR LONG-TERM CARE FACILITIES

### DO YOU HAVE AN OUTBREAK?

An outbreak is considered **2 or more cases among residents or staff affected with the same symptom profile and/or test-confirmed respiratory pathogen within a 7-day period**. If this threshold is met, and the residents and/or staff have the same symptom profile and/or lab results such as Flu, RSV, COVID-19, etc. report it to Marion County Health and Human Services (MCHHS) as soon as possible.

Effective January 1, 2025, OHA updated the LPHA reporting criteria for respiratory outbreaks in high-consequence settings. The outbreak reporting change primarily affects reports of respiratory illnesses like COVID-19, Influenza (Flu), and Respiratory Syncytial Virus (RSV). High-consequence settings include (list not exhaustive): long term care facilities (LTCFs), skilled nursing facilities, healthcare settings, facilities serving people with disabilities, and/or facilities serving other vulnerable populations at risk for severe disease.

**Please report to Marion County communicable disease if you have 2 or more cases with compatible respiratory illness. Marion County will create an outbreak record when the following thresholds are met:**

- **There are 3 or more cases among residents and staff AND**
- **10% or more residents or staff are experiencing symptoms**

### QUESTIONS OR NEED TO REPORT?

**Call Marion County Health & Human Services Communicable Disease Team at  
503-588-5621.**

# HOW TO MINIMIZE SPREAD OF RESPIRATORY ILLNESS



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## FLU AND COVID-19 SIGNS AND SYMPTOMS

- Fever or chills
- Headache
- Fatigue
- Cough
- Sore throat
- Runny nose or congestion
- Body aches
- Vomiting
- Diarrhea

COVID-19 may also cause new loss of taste or smell and/or shortness of breath or difficulty breathing.

## TRANSMISSION

Influenza is spread through respiratory droplets from coughing and sneezing. Those who are infected may spread illness for **up to 7 days** after becoming ill.

COVID-19 is also spread through respiratory droplets. Infected individuals may spread illness **2 days before symptoms begin and the 2-3 days after**. People who are immunocompromised or who were hospitalized may spread illness for longer periods of time.

## HOW TO REDUCE SPREAD

- Frequently and thoroughly wash your hands. If soap and water are unavailable, use hand sanitizer.
- Cover your coughs and sneezes.
- Get vaccinated, keep up to date with COVID-19 boosters and annual Flu shots.
- Wear appropriate protective equipment when caring for ill individuals.
- If at all possible, cohort ill residents in private rooms.
- Ask ill residents to wear masks if they cannot isolate and are in common areas.
- Increase ventilation in the building by opening windows, turning on fans, etc.
- Stop group activities and communal dining during an active outbreak.
- Disinfect high touch surfaces and common areas.

## QUESTIONS OR NEED TO REPORT?

Call Marion County Health & Human Services Communicable Disease Team at  
**503-588-5621.**

# DO YOU HAVE PLAN FOR TREATMENT AND PROPHYLAXIS?



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**HAVING A PLAN FOR PROPHYLAXIS PRESCRIPTION AND DISTRIBUTION TO RESIDENTS MAY HELP TO PREVENT SPREAD AND DECREASE THE IMPACT OF ILLNESS DURING AN ACTIVE OUTBREAK.**

## PREVENTION



**ENCOURAGE ALL EMPLOYEES AND RESIDENTS TO GET VACCINATED.**



## OUTBREAK SCENARIO



**ANTIVIRALS SHOULD BE GIVEN TO ALL SYMPTOMATIC RESIDENTS WITHIN 48 HOURS AFTER SYMPTOM ONSET.**

**FOR CONTROL OF AN OUTBREAK IN A LTCF, PROPHYLAXIS IS RECOMMENDED FOR ALL RESIDENTS, REGARDLESS OF PRIOR VACCINATION.**

## QUESTIONS OR NEED TO REPORT?

**Call Marion County Health & Human Services Communicable Disease Team at 503-588-5621.**

# HOW TO FILL OUT THE CASE LOG FOR RESPIRATORY OUTBREAKS

**USE SEPARATE ROWS FOR EACH PERSON**

**FILL OUT ALL INFORMATION COMPLETELY**

**PROVIDE COMPLETE NAMES AND DATES OF  
BIRTH FOR BOTH RESIDENTS AND STAFF**

**ACCURATELY INPUT DATE OF ONSET FOR  
SYMPTOMS OR POSITIVE TEST RESULT**

\*Respiratory case logs are not required for COVID-19, RSV, or Influenza outbreaks.  
MCHHS may request a case log depending on the circumstances and pathogen  
being investigated.



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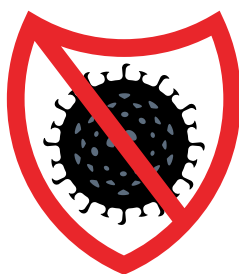




# NOTICE!

**WE ARE CURRENTLY EXPERIENCING CASES OF  
RESPIRATORY ILLNESS IN OUR FACILITY.**

**WE ARE WORKING WITH MARION COUNTY HEALTH AND  
HUMAN SERVICES TO CONTAIN AND CONTROL THIS  
CONTAGIOUS ILLNESS.**



**PLEASE DO NOT VISIT UNLESS YOU ARE FEELING WELL,  
OR YOU HAVE BEEN FEVER FREE FOR AT LEAST 24 HOURS.**

**IF YOU ARE EXPERIENCING ANY OF THE FOLLOWING,  
CONSIDER DELAYING YOUR VISIT:**

- Fever or chills
- Headache
- Fatigue
- Cough
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Body aches
- Vomiting
- Diarrhea
- Shortness of breath



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# GASTROINTESTINAL (GI) OUTBREAK CHECKLIST

When a gastrointestinal outbreak is identified, use this checklist as a guide to prevent further transmission.

## NOTIFY

- ☐ Notify Marion County Communicable Disease within 24 hours at 503-588-5621 (24/7) and provide information about:
  - # of ill residents and staff
  - hospitalizations and/or deaths
  - symptoms and onset dates
  - total number of residents that live in the facility
  - total number of staff that work at the facility
  - type of testing completed

## TEST

- ☐ Stool specimens are not routinely required by Marion County in a GI outbreak scenario. If possible and willing by patients/LTCF administration, specimens may be collected in collaboration with OSPHL/OHA to provide collection kits, organize pickup of specimens and test at the Oregon State Public Health Lab (OSPHL).

## IMPLEMENT INFECTION CONTROL MEASURES

- ☐ See [Norovirus Outbreak Detection and Management](#) and/or [Norovirus Outbreaks](#)
- ☐ Promote good hand hygiene. Post handwashing signs such as [CDC - Wash your hands well](#)
- ☐ Isolate ill residents. If possible, cohort residents with same diagnosis in a single area.
- ☐ Exclude ill staff. Sick staff members should not be allowed to work until they are vomit and diarrhea free for 48 hours.
- ☐ Immediately wash all soiled linen and bedding. Wash items in detergent with hot water at maximum cycle length and machine dry them at the highest heat.
- ☐ Post outbreak notification and entry screening signage for visitors.  
See [Notice of Gastrointestinal Outbreak](#).
- ☐ Cohort staff assignments if possible. This ensures reduced risk of transmission.
- ☐ Clean. Remove vomit or diarrhea right away! All surfaces must be disinfected using EPA-registered disinfectants appropriate for norovirus.  
See [EPA's Registered Antimicrobial Products Effective Against Norovirus](#).
- ☐ Use PPE such as gloves, masks, and gowns when working with ill residents and when cleaning bodily fluids.
- ☐ Avoid group activities and communal meals to reduce transmission.



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# GASTROINTESTINAL (GI) OUTBREAK CHECKLIST

## MAINTAIN COMMUNICATION WITH MARION COUNTY

- ☐ Maintain contact throughout the duration of the outbreak. Respond to Marion County's phone calls and emails in a timely manner. Marion County staff will ask for up-to-date counts of total positives broken down by staff and residents. They will also need to know the most recent onset dates, hospitalizations, and/or deaths.
- ☐ Ensure completion and thorough documentation on the case log. If case log is not properly completed, this will delay closure of outbreak.

## CLOSING THE OUTBREAK

- ☐ Outbreaks may close after the completion of two incubation periods. For Norovirus, this is 48 hours. For other reportable GI pathogens this will vary based on the pathogen. After confirmation from Marion County Public Health, outbreak procedures may cease.  
  
Marion County may need additional details while completing outbreak documentation, ensure communication is maintained to ensure no delay with outbreak closure. Once Marion County completes their documentation, all information is submitted to the Oregon Health Authority for review.



# GASTROINTESTINAL (GI) OUTBREAKS



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## GUIDANCE FOR LONG-TERM CARE FACILITIES

### DO YOU HAVE AN OUTBREAK?

An outbreak is **two or more sick residents and/or staff** with the same symptom profile, including vomiting and diarrhea, and/or positive lab results within a short period of time. The timeframe is dependent on the pathogen.

Report two or more ill residents and/or staff with the same symptom profile and/or positive lab results such as norovirus, salmonella, etc. to Marion County Health and Human Services (MCHHS) as soon as possible.

### WHAT TO KNOW WHEN YOU CALL:

In order to best assist you, please have answers for the following questions when calling to report respiratory illness:

- How many residents and/or staff are ill
- How many total residents live in the facility
- How many total staff work at the facility
- When symptoms began
- What symptoms are occurring
- What testing (if any) has been completed
- What control measures have already been implemented

***Timely communication with Marion County is important and may shorten the duration of an outbreak.***

### QUESTIONS OR NEED TO REPORT?

Call Marion County Health & Human Services Communicable Disease Team at  
**503-588-5621.**

# HOW TO MINIMIZE SPREAD OF NOROVIRUS



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**NOROVIRUS IS VERY INFECTIOUS. YOU MAY SPREAD IT TO OTHERS WHEN YOU HAVE SYMPTOMS AND DURING THE FIRST FEW DAYS AFTER SYMPTOMS ARE IMPROVING. SOME PEOPLE MAY EVEN SPREAD IT FOR LONGER.**

## NOROVIRUS IS SPREAD THROUGH

- Contact with infectious persons, their vomit and/or diarrhea
- Touching contaminated surfaces
- Consuming water or food that has been contaminated with norovirus

## HOW TO REDUCE SPREAD

- See [Key Infection Control Recommendations for the Control of Norovirus Outbreaks in Healthcare Settings](#) and [OSHA Fact Sheet](#)
- Frequently and thoroughly wash your hands with soap and water. Especially:
  - After using the toilet, changing diapers, or helping someone else use the restroom
  - After cleaning up vomit or diarrhea
  - Before eating, preparing, or handling food
  - Before giving yourself or some else medicine
  - Refer to [CDC - About Handwashing](#)
- Increase disinfection of high-touch surfaces and common areas. Be sure to follow wet contact time for appropriate disinfection.
- Wear appropriate protective equipment when caring for ill individuals.
- If at all possible, keep ill residents in private rooms. Keep ill and well residents separated.
- Immediately wash all soiled bed linens and clothing.
- Stop group activities and communal dining during an active outbreak.

**USE ONLY EPA-REGISTERED ANTIMICROBIAL PRODUCTS.  
SEE THE LIST EFFECTIVE AGAINST NOROVIRUS [HERE](#).**



## QUESTIONS OR NEED TO REPORT?

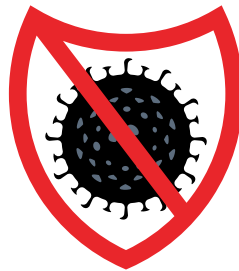
**Call Marion County Health & Human Services Communicable Disease Team at  
503-588-5621.**



# NOTICE!

**WE ARE CURRENTLY EXPERIENCING CASES OF  
GASTROINTESTINAL ILLNESS IN OUR FACILITY.**

**WE ARE WORKING WITH MARION COUNTY HEALTH AND  
HUMAN SERVICES TO CONTAIN AND CONTROL THIS  
CONTAGIOUS ILLNESS.**



**PLEASE DO NOT VISIT UNLESS YOU ARE FEELING WELL,  
OR YOU HAVE BEEN VOMIT AND DIARRHEA FREE  
FOR AT LEAST 48 HOURS.**



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# HOW TO FILL OUT THE CASE LOG FOR GI OUTBREAKS

**USE SEPARATE ROWS FOR EACH PERSON**

**FILL OUT ALL INFORMATION COMPLETELY**

**PROVIDE COMPLETE NAMES AND DATES OF  
BIRTH FOR BOTH RESIDENTS AND STAFF**

**ACCURATELY INPUT DATE OF ONSET FOR  
VOMITING AND/OR DIARRHEA AND/OR LAB  
RESULTS (IF KNOWN)**

**LIST DURATION IN HOURS FOR SYMPTOMS OR  
EXACT DATE AND TIME IT STOPPED**



# HOW TO COLLECT A STOOL SPECIMEN

1

- Wash hands before AND after specimen collection.
- Use a stool collection container OR a clean, dry container with a secure lid (preferably with a screw top).

2

- For formed stool - Put a golf-ball sized stool into the collection container.
- For loose stool - Collect about a quarter to half of a cup into the collection container.
- Make sure to secure the top to the collection container!

3

- Label container - Name of person submitting stool, date of birth, date of collection, time of collection, date & time of symptom onset.
- Keep container on ice or store in the refrigerator until delivery. Transport specimen on ice.

**UNLESS OTHERWISE SPECIFIED BY MCHHS,  
ALL SPECIMENS SHOULD BE SUBMITTED THROUGH FACILITY PROVIDER  
OR THE INDIVIDUAL'S PRIMARY CARE PROVIDER.**



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# TOOLS & RESOURCES FOR INFECTION CONTROL AT LONG TERM CARE FACILITIES



*FOR ADDITIONAL INFORMATION,  
CLICK ON TEXT TO GO TO LINKED WEB PAGE*

## CRE (CARBAPENEM RESISTENT ENTEROBACTER)

[CDC Carbapenem-resistant Enterobacterales \(CRE\) Infection Control](#)

[Oregon Health Authority - CRO Toolkit](#)

[Oregon Health Authority - CRE Investigative Guidelines](#)

## COVID-19

[CDC Covid-19 Guidance for Up-to-date Vaccinations](#)

[CDC- Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 \(COVID-19\) Pandemic](#)

[CDC - How to Protect Yourself and Others](#)

[CDC - Symptoms of Covid-19](#)

[EPA's List of Covid-19 Disinfectants - List N Tool](#)

[Oregon Health Authority - Covid-19 Investigative Guidelines](#)

[Oregon Health Authority - Interim Summary of Long-Term Care Facility](#)

[Infection Control for Covid-19 and other Respiratory Pathogens](#)

[Oregon Health Authority - Vaccination Assistance and Locator](#)



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## GASTROINTESTINAL ILLNESS

[Acute GI Illness and Norovirus](#)

[EPA's Registered Antimicrobial Products Effective Against Norovirus: List G](#)

[Gastrointestinal Control Measures Report](#)

[Norovirus Outbreak Detection and Management](#)

[Oregon Health Authority Norovirus Outbreaks Investigative Guidelines](#)

## INFLUENZA-LIKE ILLNESS (NON-COVID)

[CDC - Treating Influenza](#)

[CDC - Influenza Information for Health Professionals](#)

[CDC - Preventing Seasonal Flu](#)

[CDC - Who Needs a Flu Vaccine](#)

[Flu Outbreak Cheat Sheet](#)

[Influenza Control Measures Report](#)

[Oregon Health Authority Influenza Surveillance Data](#)

[Interim Guidance for Influenza Outbreak Management in Long-Term Care](#)

[Oregon Health Authority - Vaccination Assistance and Locator](#)

## GENERAL INFECTION CONTROL & SIGNAGE

[OHA - Cover Cough Poster](#)

[EPA - Safe and Effective Disinfectant Use](#)

[Oregon Health Authority - Infection Prevention and Control](#)

[Oregon Health Authority - Request for Infection Control Consultation](#)

[CDC - Infection Control Actions Sign](#)

[Oregon's Respiratory Virus Data](#)

[Viral Respiratory Pathogens Toolkit for Nursing Homes](#)



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# CITATIONS FOR LTCF OUTBREAK GUIDANCE TOOLKIT

1. Centers for Disease Control and Prevention. (n.d.-b). How to protect yourself and others. Centers for Disease Control and Prevention.  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
2. Centers for Disease Control and Prevention. (2023, August 25). Who should and who should not get a flu vaccine. Centers for Disease Control and Prevention.  
<https://www.cdc.gov/flu/prevent/whoshouldvax.htm>
3. Centers for Disease Control and Prevention. (2024, March 20). Preventive actions. Centers for Disease Control and Prevention.  
<https://www.cdc.gov/flu/prevent/prevention.htm>
4. Centers for Disease Control and Prevention. (n.d.-c). Infection control: Severe acute respiratory syndrome coronavirus 2 (SARS-COV-2). Centers for Disease Control and Prevention. <https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html>
5. Centers for Disease Control and Prevention. (n.d.-a). How norovirus spreads. Centers for Disease Control and Prevention.  
<https://www.cdc.gov/norovirus/causes/index.html#:~:text=Norovirus%20spreads%20through%20sick%20people%20and%20contaminated%20surfaces,with%20norovirus%20has%20diarrhea%20that%20splatters%20onto%20surfaces.>
6. Norovirus outbreaks - investigative guidelines. Oregon Health Authority. (2010).  
<https://www.oregon.gov/oha/PH/DISEASES/CONDITIONS/COMMUNICABLE/DISEASE/REPORTING/COMMUNICABLE/DISEASE/REPORTINGGUIDELINES/Documents/norovirus.pdf>
7. Novel coronavirus disease 2019 (covid-19). Oregon Health Authority. (2020).  
<https://www.oregon.gov/oha/PH/DISEASES/CONDITIONS/COMMUNICABLE/DISEASE/REPORTING/COMMUNICABLE/DISEASE/REPORTINGGUIDELINES/Documents/Novel-Coronavirus-2019.pdf>



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