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| Policy Title: | Infectious Disease | Revision Date: | 7/27/17 |
| Contact Person: | Health Staff | PC Approval Date: | 8/12/17 |
| Area: | Health | SPCAA Board Committee Approval Date: | 8/15/17 |
| Stakeholders: | All SPCAA Staff | SPCAA Board Approval Date: |   |
| References: | 1302.47(4)(A) MS 746.3601,746.3603,746.3605,746.3606,746.3607 | Advisory Approval Date: |  |
| Related Documents: |  |

**Performance Objective:** SPCAAHead Start and Early Head Start will lower the risk of spreading communicable disease(s) in our classrooms and offices through preventative health practices and appropriate procedures, including health specific trainings, cleaning supplies, and by practicing universal precautions. Parents are encouraged to seek the necessary medical treatment as soon as possible to help children return back to optimal health, and by reducing the days of illness or absence, children are able to reach their maximal growth and development potential. The program will be responsible and follow the generally accepted practices related to public health issues. This policy applies to all children, staff members, and volunteers entering our centers.

**Procedures:**

**Types of illnesses prohibiting a child from attending:**

SPCAA Head Start and Early Head Start and its partners are not licensed to provide get-well care and therefore cannot admit an ill child for care if one or more of the following exists:

(1) The illness prevents the child from participating comfortably in child-care center activities~~,~~ including outdoor play;

(2) The illness results in a greater need for care than caregivers can provide, without compromising the health, safety, and supervision of the other children in care;

(3) The child has one of the following~~,~~ (unless medical evaluation by a health-care professional indicates that you can include the child in the child-care center's activities):

(A) An oral temperature ~~of~~ above 101 degrees~~,~~ that is accompanied by behavior changes or other signs or symptoms of illness;

(B) A tympanic (ear) temperature above 100 degrees that is accompanied by behavior changes or other signs or symptoms of illness. Tympanic thermometers are not recommended for children under six months old;

(C) An axillary (armpit) temperature above 100 degrees~~,~~ that is accompanied by behavior changes or other signs or symptoms of illness; or

(D) Signs and symptoms of possible severe illness such as lethargy, abnormal breathing, uncontrolled diarrhea, two or more vomiting episodes in 24 hours, rash with fever, mouth sores with drooling, behavior changes, or other signs that the child may be severely ill; or

(4) A health-care professional has diagnosed the child with a communicable disease, and the child does not have medical documentation to indicate that the child is no longer contagious.

(5) SPCAA Head Start and Early Head Start does not allow for invasive measurement of temperature. Therefore, the rectal temperature method will not to be measured under any circumstance by SPCAA Head Start or Early Head Start staff due to: ***The American Academy of Pediatrics (AAP) recommendation that rectal temperatures should only be taken by persons with specific health training in this procedure.***

**Exclusion and Re-admittance of Children:**

(1) Per state licensing requirements, specific communicable diseases exclude a child from attending the center. They reference Subchapter R, Health Practices: Division 3, Illness and Injury. ~~and~~ Lists of communicable diseases that exclude a child from care, including a get-well care program, are defined by the Texas Department of State Health Services (TDSHS) in 25 TAC §97.7 (relating to Diseases Requiring Exclusion from Child-Care Facilities and Schools). This information can be accessed DSHS or Licensing staff.

(2) By state law, SPCAA Head Start and Early Head Start as ~~the~~ owner ~~or~~ and/or operator of child-care licensed facilities, or its partners as school administrators~~,~~ or operators of child care facilities shall exclude from attendance any child having or suspected of having a communicable ~~condition~~ disease designated by the Commissioner of the Department of State Health Services (commissioner) as cause for exclusion until one of the criteria listed in the section below is fulfilled.

(3) Any child excluded for reason of communicable disease may be readmitted, as determined by the health authority, by:

(A) submitting a certificate of the attending physician, advanced practice nurse, or physician assistant attesting that the child does not currently have signs or symptoms of a communicable disease or to the disease's non-communicability in a child-care or school setting;

(B) submitting a permit for readmission issued by a local health authority; or

(C) meeting readmission criteria as established by the commissioner.

(4) Any child excluded may be readmitted once the child has been free of symptoms of illness for 24 hours. If the child was sent home with a fever, the child may be readmitted once the child has been free of fever for 24 hours without the use of fever suppressing medication.

(5) When the child returns to the center, the daily health check must be completed, in the presence of the parent, to make sure child is symptom free and able to participate in the daily activities.

(6) If the child has a communicable disease that meets exclusion criteria, the parent and/or guardian will be provided a fact sheet regarding the child’s illness as part of SPCAA Head Start and Early Head Start health education. These fact sheets are posted on the SPCAA website under the health tab for reference.

(7) The Texas Department of State Health Services (TDSHS) publication titled *"Recommendations for the Prevention and Control of Communicable Diseases in a Group-Care Setting,"* may also be used to determine the incubation period, signs and symptoms exclusion and readmission criteria, disease reportability, and prevention/treatment measures of communicable diseases. Copies are available from the Infectious Disease Control Unit, 1100 West 49th Street, Suite T801, Austin, TX 78714 upon request.

**Notification of ill child, staff, or volunteer:**

(1)The Site Manager (SM) should be alerted as soon as possible of any person (child, staff, or volunteer) who is suspected of having a communicable disease.

(2) **Pertaining to an ill child:** The SM will notify the child’s parent or guardian immediately after a child has signs or symptoms indicating he/she may have an illness~~.~~ Parent(s), guardian(s), or emergency contact(s) (who are authorized) should pick up the child as soon as possible if he/she has sign or symptoms meeting exclusion criteria. The expectation is that the parent(s), guardian(s), or emergency contact(s) (who are authorized) will pick up the child, seek the appropriate medical treatment needed, and that the child will not return to the center until the condition is no longer contagious. SPCAA Head Start and Early Head Start staff will utilize the child exclusion guidance provided in the section titled: **Types of illnesses prohibiting a child from attending** mentionedabove. When necessary, the Health Manager, HS nurse, or the EHS nurse will be contacted for assistance to insure procedures are followed correctly. Based on the individual circumstances, the Health Manager, HS nurse, or the EHS nurse will make further inquiries to other health professionals as needed.

 (3) Based on the guidance from child care licensing and the Center for Disease Control (CDC), the SM is required to notify others of specific illnesses.

(A) If required, the SM will notify other parent(s) or guardian(s) with the following process:

(i) If the SM becomes aware that a child, staff, or volunteer has contracted a reportable communicable disease, the SM will provide a written notice to all parents of children in the center within 48 hours or less. The SM will utilize SPCAA notification postings and provide each parent a fact sheet regarding the communicable disease the center was exposed to. The individual’s identity with the communicable disease will be treated as confidential information.

(4) If a child is sent home due to an illness or signs and symptoms meeting exclusion criteria, documentation will occur on the attendance report noting the reason why the child was sent home.

(5) **Pertaining to an ill staff member or volunteer:**

(A) Staff members and/or volunteers must NOT come to work or enter the center if they are ill. If a staff member has any of the signs or symptoms described in the child exclusion guidelines, they are to report this to their SM or supervisor immediately. In addition, if a SM or supervisor observes or is notified that a staff member or volunteer has any of the signs or symptoms described in the child exclusion guidelines, the staff member or volunteer will be sent home as soon as possible. Should a SM or supervisor not be available, a member of management or an employee acting in a supervisory role may send the staff member home for the illness.

(B) If a staff member is sent home due to an illness or signs and symptoms meeting exclusion criteria, the SM or supervisor will be notified to ensure that another staff member is designated to perform their duties. When necessary, a substitute or other SPCAA Head Start/Early Head Start employee will be contacted to cover classroom duties. If a volunteer is sent home due to an illness or signs and symptoms meeting exclusion criteria, the SM or supervisor will be notified to assess the need for another volunteer.

(C) The program will follow guidance established by the Center for Disease Control (CDC) and other applicable regulations in regard to re-admitting a staff member or volunteer to work with children.

**Caring for an ill child while waiting for the arrival of the parent(s) or guardian(s):**

(1) Isolate the child from other children in a way that is nurturing to the child, and as much as classroom~~/~~ or office space allows. SPCAA Head Start and Early Head Start staff will give appropriate attention and supervision until the parent or guardian arrives to picks up the child.

(2) When needed, provide the child with a resting mat to lie on while they are waiting for the arrival of their parent(s) or guardian(s). The mat needs to be labeled: for ~~“~~Sick Child“and themat used, must be sanitized properly once the child has been picked up. Additionally, any toys or items the child played with while waiting for the arrival of their parent or guardian must be sanitized properly following use.

(3) SPCAA Head Start and Early Head Start staff will ~~g~~ive extra attention to hand washing and proper sanitation if the child is experiencing diarrhea or vomiting. SPCAA Head Start and Early Head Start staff will utilize disposable, nonporous gloves when applicable.

(4) SPCAA Head Start and Early Head Start staff will take and/or monitor the child’s temperature when any of the following signs or symptoms are present: Nausea, vomiting, diarrhea, flushed cheeks, warm to the touch (staff will use the back of their hand to assess this) excessive coughing, or fatigue. The following procedure regarding thermometer use will be utilized:

(A) Turn the digital thermometer on~~,~~ (the power button is located on the end or near the temperature display area).

(B) Place a thermometer probe cover over the portion of the thermometer that will be placed in the child’s mouth or near the child’s skin.

(C) Have the child hold it (if the child is able to assist) under their tongue or in their armpit until the temperature is displayed (typically this takes less than two minutes). The child may need help holding the thermometer still in his/her mouth or armpit. A normal temperature is 98.6 degrees F. SPCAA Head Start and Early Head Start staff will utilize section (3) under **Types of illnesses prohibiting a child from attending** mentionedabove regarding abnormal temperatures.

(D) Each site has a 2nd digital thermometer that can used as a backup thermometer. SM should contact the Health Manager if their thermometers are not working properly.

**Communicable disease and Outbreak control:**

SPCAA Head Start and Early Head Start staff will utilize the deep sanitization procedure regarding a communicable disease outbreak. The World Health Organization (WHO) defines an outbreak as the occurrence of cases of disease in excess of what would normally be expected in a defined community, geographical area or season. An outbreak may occur in a restricted geographical area, or may extend over several countries. It may last for a few days or weeks, or for several years.

**Monitoring**

Monitoring is done in the Fall, Spring and Local Self-Assessment (LSA)/Think Tank to include follow-up. Additional monitoring is done as needed















































