


VERSION NO. 1	MANUAL TITLE STUDENT SERVICES MANUAL	DOCUMENT NO. SSM 6.7
	DOCUMENT NAME INFECTIOUS DISEASE MONITORING	REVISION NO. 0
		EFFECTIVITY DATE APRIL 17, 2017
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1.0 OBJECTIVES

- 1.1 To monitor the occurrence and incidence of infectious diseases among students and employees.
- 1.2 To prevent spread and possible outbreaks of infectious diseases in the school community.


2.0 SCOPE

This procedure applies to the monitoring of infectious diseases within the school community.

3.0 POLICIES

- 3.1 Infectious diseases refer to all illnesses caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi that can be easily transmitted through direct/indirect contact with the potential to cause an outbreak.
- 3.2 Disease to be monitored includes but not limited to the following:
 - 3.2.1 Acute Viral/Bacterial Conjunctivitis (sore eyes)
 - 3.2.2 Viral Exanthems (measles, chickenpox)
 - 3.2.3 Parotitis (mumps)
 - 3.2.4 Dengue Infections
 - 3.2.5 Amoebiasis
 - 3.2.6 Typhoid Fever
 - 3.2.7 Hepatitis A
- 3.3 The school has the responsibility to protect and safeguard the health of each student, employee, and visitors.



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3.4 Students with infectious disease shall be excused from attending classes until fully recovered. Upon return to school, they are required to submit a medical clearance to the Health Services Unit.




3.5 All infectious cases shall be properly documented.

4.0 PROCEDURES

Responsibility	Activity
Nurse	<ol style="list-style-type: none"> 1. Records/documents incidence of infectious disease. 2. Makes a report regarding the number of students and employees affected. 3. Submits report to the SSD Chief.
Nurse/Physician	<ol style="list-style-type: none"> 4. Makes an advisory/ information (health tips) to the school community regarding the said infectious disease.

5.0 LIST OF FORMS AND REPORTS

- 5.1 Forms
 - 5.1.1 Infectious Disease Monitoring Tool
- 5.2 Reports
 - 5.2.1 Reports on Infectious Disease

PREPARED BY: 	APPROVED BY: 	 MASTER COPY
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