School, Preschool, and Child Care COVID-19 Reporting Ottawa County 2023-2024

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In Michigan, COVID-19 cases in K-12 schools are reportable to the Local Health Department (LHD).

Here is the language* used in the [Michigan State and Local Public Health COVID-19 Standard Operating Procedures](#):

All schools must report COVID-19 aggregate counts of cases in staff and students to the LHD daily (R 325.173 part 9). Individual-level, identifiable information on these cases must be documented by schools and may be requested by LHDs.

In Michigan, COVID-19 cases in preschools and child cares are also [reportable to the LHD](#).

OCDPH has developed a system so schools and preschools and child cares can report COVID-19 case counts daily.

*Updated language received by OCDPH on September 7, 2023.

Count and report COVID-19 cases that meet the surveillance case definition found here:

[Coronavirus Disease 2019 (COVID-19) 2023 Case Definition | CDC](#)

Generally, count any staff or student/child with a positive test as a case, including at-home tests.

Michigan State and Local Public Health COVID-19 Standard Operating Procedures

CSTE Case Classification

Laboratory Criteria

Confirmatory laboratory evidence:

- Detection of SARS-CoV-2 RNA in a clinical or post-mortem specimen using a diagnostic molecular amplification test performed by a CLIA-certified provider, **OR**
- Detection of SARS-CoV-2 RNA in a clinical or post-mortem specimen by genomic sequencing.

Presumptive laboratory evidence:

- Detection of SARS-CoV-2 specific antigen in a clinical or post-mortem specimen using a diagnostic test performed by a CLIA-certified provider.

Supportive laboratory evidence:

- Detection of SARS-CoV-2 specific antigen by immunocytochemistry **OR**
- Detection of SARS-CoV-2 RNA or specific antigen using a test performed without CLIA oversight.

Vital Records Criteria

A death certificate that lists COVID-19 disease or SARS-CoV-2 or an equivalent term as an underlying cause of death or a significant condition contributing to death.

Criteria to Distinguish a New Case from an Existing Case

The following should be enumerated as a new case:

- SARS-CoV-2 sequencing results from the new positive specimen and a positive specimen from the most recent previous case demonstrate a different lineage, **OR**
- Person was most recently enumerated as a confirmed or probable case with onset date (if available) or first positive specimen collection date for the classification >90 days prior, **OR**
- Person was previously reported but not enumerated as a confirmed or probable case (i.e., suspect), but now meets the criteria for a confirmed or probable case.

Case Classifications

Confirmed

- Meets confirmatory laboratory evidence.

Probable:

- Meets presumptive laboratory evidence.

Suspect:

- Meets supportive laboratory evidence **OR**
- Meets vital records criteria with no confirmatory or presumptive laboratory evidence for SARS-CoV-2*

Jurisdictions may opt to place suspect cases in a registry for other analyses or while evaluating criteria determine probable or confirmed status. Suspect cases should not be included in case counts.

Case definition current as of September 26, 2023. The case definition shown here may change in the future and will not be updated in this presentation.

Use the new online reporting tool by:

Navigating to the OCDPH Communicable Disease (CD) Reporting Website https://www.miottawa.org/CDReporting/

More on the next slide about the CD Reporting website and using the online reporting tool.

Using the Online Reporting Tool

The OCDPH Communicable Disease (CD) Reporting Website looks like this:

Communicable Disease Reporting

Weekly Disease Reporting Login

Username:

Password:

Login

» Register to Use Communicable Disease Reporting
» Reset Password

Daily COVID-19 (For Schools and Child care only)

Report Daily COVID-19 Cases

» Quick Reference Guide for Daily COVID-19 School and Child care Reporting

Use this login for **weekly** reporting of GI Illness (stomach viruses), ILI (flu-like illness), and other communicable diseases, not COVID-19.

Use this login for **daily** reporting of COVID-19 in schools, preschools, and child cares.

This is the "online reporting tool" for reporting COVID-19 referenced throughout this slide deck.

Navigate to the website, and login to the online reporting tool:

miOttawa Department of Public Health

School and Child care Aggregate COVID-19 Reporting

Thank you for reporting COVID-19 cases in your school or child care. Per Michigan Department of Health and Human Services (MDHHS), aggregate COVID-19 cases are reportable by K-12 schools and child cares to the local health department within 24 hours.

Please report the number of student and staff COVID-19 cases through this online form. It is not necessary to report through this system when no COVID-19 cases are known to the school or child care.

Guidance for reporting and managing COVID-19 in school settings can be found at the following links:
Managing_CD_in_Schools_FINAL.PDF (michigan.gov)
https://www.michigan.gov/coronavirus/resources/k-12-school-opening-guidance
https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html

Guidance for reporting and managing COVID-19 in child care settings can be found at the following links:
Microsoft Word - BCAL-PUB-0111 (5_19) (michigan.gov)
https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html

To report COVID-19 outbreaks or suspected outbreaks in schools or child cares, please call 616-396-5266 and ask for a communicable disease nurse, or email communicable.disease.tb@miottawa.org.

For help troubleshooting issues, please call 616-396-5266 or email ph.clinic.clerical@miottawa.org. Please allow 24-48 hours for response.

COVID-19 School and Child care Reporting Password

Password [   ]

Next

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Using the Online Reporting Tool

Select your school district, or the category that fits best:

1. Select your school district: *

○ Allendale Public Schools

○ Charter Schools

○ Coopersville Public Schools

○ Grand Haven Public Schools

○ Holland Public Schools

○ Hudsonville Public Schools

○ Jenison Public Schools

○ Ottawa Area ISD

○ Private Schools

○ Spring Lake Public Schools

○ West Ottawa Public Schools

○ Zeeland Public Schools

○ Childcare ← Select this option if you are reporting as a child care

Select the school or child care you are reporting on and enter the numbers for the day of report along with your email address:

2. Select your school: *

○ Holmes Elementary

○ Jeffers Elementary

○ Spring Lake Alternative Education

○ Spring Lake High School

○ Spring Lake Intermediate

○ Spring Lake Middle School

> **This is an example. Different schools or child cares are displayed depending on which school district or category you select initially (see slide 9).**

3. What is the date these cases were reported to you (may be different than the date reported to Public Health)? *

4. Total number of students enrolled at this school: *

5. Total number of staff at this school: *

When reporting COVID-19 cases please report only new cases that have not been previously reported. Do not report case numbers as running totals through the year.

6. Number of student COVID-19 cases at this school: *

7. Number of staff COVID-19 cases at this school: *

8. What is your email address? *

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Using the Online Reporting Tool
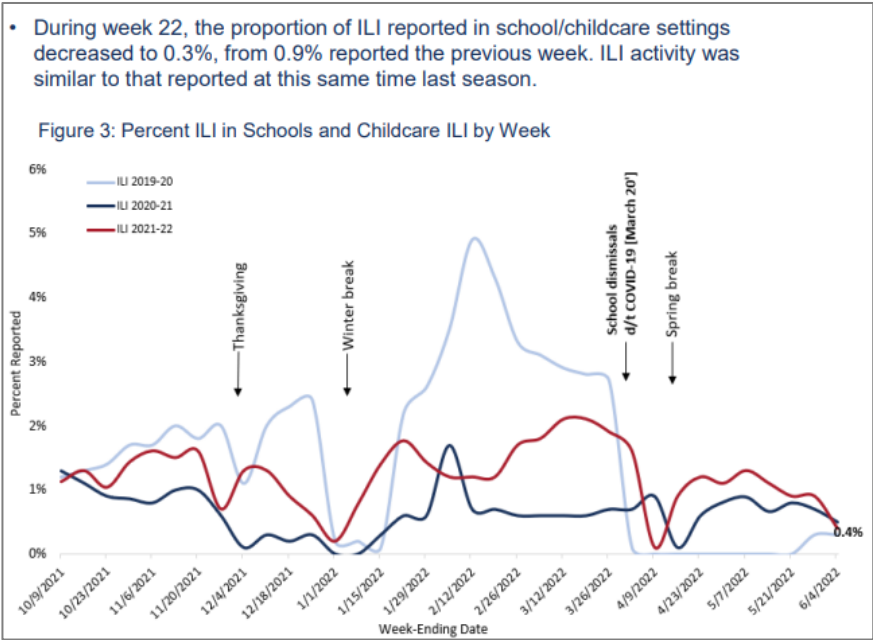
Notes about the Online Reporting Tool:

1. The password is shared by all schools, preschools, child cares and is not specific to your institution.
2. If you don't have any known COVID-19 cases in students or staff, then you don't need to report. You do not need to report when you have 0 cases.
3. You will not receive email reminders to report. Make the online reporting tool website link a favorite in your browser, and/or navigate to the [OCDPH Communicable Disease reporting website](#) to access the online reporting tool link when you need it.

How to Use the Online Reporting Tool:

1. Reporting is school/preschool/child care and day specific. You'll need to restart the tool for each school/preschool/child care for each day of reporting.
2. This tool is not for tracking absenteeism; don't repeatedly report an absent case on consecutive days. Generally, count, track, and report each case once for each event/illness.
3. You will get a confirmation email when you hit "Submit" that will go to the email address you enter in the tool. The email includes all the info you report for your reference. You don't need to send this confirmation email back to OCDPH.

How the Data will be Used

- Intention is to track trends of COVID-19 among students and staff in schools, preschools, and child cares and publicly report county-level school COVID-19 case data as needed, similar to this:

- During week 22, the proportion of ILI reported in school/childcare settings decreased to 0.3%, from 0.9% reported the previous week. ILI activity was similar to that reported at this same time last season.

Figure 3: Percent ILI in Schools and Childcare ILI by Week

- OCDPH has no plan or intention to report out cases by specific school, district, or child care.

In addition to reporting cases, the MDHHS language also describes documenting cases in schools:

All schools must report COVID-19 aggregate counts of cases in staff and students to the LHD daily (R 325.173 part 9). Individual-level, identifiable information on these cases must be documented by schools and may be requested by LHDs.

Notes on documenting individual-level, identifiable information on cases:

1. Use whatever system works for you. OCDPH can provide a simple template spreadsheet.
2. It is very <u>unlikely</u> that OCDPH will request the lists of cases documented by schools or child cares.
3. If you are a school using Sharepoint, you can stop. OCDPH is working toward sunsetting Sharepoint in the coming weeks.

Please report COVID-19 outbreaks in schools that meet the outbreak definition here:

CSTE-Standardized-COVID-19-K-12-School-Surveillance-Guidance-for-Classification-of-Clusters-and-Outbreaks.pdf

To report COVID-19 school, preschool, or child care outbreaks, call or email:

616-396-5266 and ask for a communicable disease nurse
communicable.disease.tb@miottawa.org

Notes about school, preschool, and child care outbreaks:
1. There is no routine public posting of school, preschool, or child care outbreaks.
2. OCDPH generally responds by providing resources, recording the outbreak, and counting the number of cases involved.

Guidance

Guidance for reporting and managing COVID-19 in **school settings**:
Managing_CD_in_Schools_FINAL.PDF (michigan.gov)

https://www.michigan.gov/coronavirus/resources/k-12-school-opening-guidance

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html

Guidance for reporting and managing COVID-19 in **child care settings**:
Microsoft Word - BCAL-PUB-0111 (5_19) (michigan.gov)

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html

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