

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.60.10	Page 1 of 4
	Original Effective Date: 04/25/07	New Effective Date: 04/08/24
	Supersedes: 500.60.10	Dated: 08/31/20
	Administrator's Approval: Sarah Cooper, Administrator – 03/08/24	
	Required Posting or Restricted:	
<input checked="" type="checkbox"/> PIOC <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: External Reporting of Communicable Disease		
Guidance Document: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

POLICY

Division of Adult Institution facilities shall follow Wisconsin law requiring health care providers to report suspected and identified cases of certain communicable diseases.

REFERENCES

Wisconsin Statutes s. 146.81(1) – Health care providers
Wisconsin Statutes Ch. 250 - Health, Administration and Supervision
Wisconsin Statutes Ch. 252 – Communicable Diseases
Wisconsin Statutes Ch. 441 – Board of nursing
Wisconsin Statutes Ch. 448 – Medical practices
Wisconsin Statutes Ch. DHS 145 – Control of Communicable Diseases
DAI Policy 500.60.01 – Infection Prevention and Control Program
Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2018, P-B-01 – Infection Prevention and Control Program
<https://www.dhs.wisconsin.gov/publications/p03305.pdf>

DEFINITIONS, ACRONYMS AND FORMS

Category I - Category I diseases are urgent public health matters and should be reported by telephone to the patient's local health officer or to the local health officer's designee upon identification of a case or suspected case. In addition to the immediate report, complete and fax, mail, or electronically report an Acute and Communicable Diseases Case Report to the address on the form, or enter the data into the Wisconsin Electronic Disease Surveillance System within 24 hours. Public health intervention is expected as indicated.

Category II - Category II diseases should be reported by fax, mail, or electronic reporting to the patient's local health officer or to the local health officer's designee on an Acute and Communicable Disease Case Report or by other means or by entering the data into the Wisconsin Electronic Disease Surveillance System within 72 hours of the identification of a case or suspected case.

Category III - Category III diseases should be reported to the state epidemiologist on a Wisconsin Human Immunodeficiency Virus (HIV) Infection Case Report Form and fax, mail, or call within 72 hours after identification of a known or suspected case.

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Additionally, the following laboratory results shall be reported on all persons newly or previously diagnosed with HIV infection each time the test is conducted: all CD4+ test results (CD4+ T-lymphocyte counts and percentages), both detectable and undetectable HIV viral load results, HIV genotypic results, and all components of the HIV laboratory diagnostic testing algorithm when the initial screening test is reactive.

Communicable disease – Disease caused by an organism, which is transmitted through airborne means, casual contact or through contact with blood or body secretions that must be reported under Wisconsin Administrative Code Ch. HFS 145 – Appendix A.

DHS – Department of Health Services

DPH – Division of Public Health

DPH-F-44151 – Acute and Communicable Disease Case Report

DPH-F-44243 – Case Report Form

DPH-F-44338 – Wisconsin HIV Infection Confidential Case Report Form

Local Health Department (LHD) – Agency of local government that takes any of the forms specified in s. 250.01 94, Wis. Stats., (Note: LHD formerly called local public health agency which is the term used in DPH forms.)

Local Health Officer (LHO) – Health officer who is in charge of a local health department.

PIOC - Persons in our Care

Reportable disease – Disease that requires official notification to the local health officer or state epidemiologist per WI Statutes Ch. DHS 145, Appendix A.

State epidemiologist – Person appointed by the state health officer under Wisconsin Statutes s. 250.02(1) to be in charge of communicable disease control for Wisconsin who also serves as the chief medical officer for the acute and communicable disease program area.

Suspected case – Person thought to have a particular communicable disease on the basis of clinical or laboratory criteria or both.

WEDSS – Wisconsin Electronic Disease Surveillance System

PROCEDURES

I. Legal Requirements Under the Wisconsin Administrative Code

- A. Certain diseases and conditions are considered to have significant public health impact and any confirmed or suspected cases shall be reported promptly.

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- B. Requirements for the timing of reporting, once the disease or condition is recognized or suspected, vary by disease.
 - 1. General reporting requirements are described in Wisconsin Statutes Ch. 252.
 - 2. Specific reporting requirements are described in Wisconsin Statutes Ch. DHS 145.
- C. Wisconsin Statutes Ch. DHS 145, requires persons licensed under Wisconsin Statutes Ch. 441 or 448, to submit communicable disease reports to the LHO at the LHD for Category I and II diseases and to the state epidemiologist at DHS for Category III diseases.
- D. Category I diseases shall be reported immediately by telephone (preferred) or fax to the PIOC's local health officer.
- E. Category II diseases must be reported within 72 hours either electronically through the WEDSS by mail or fax using a DPH-F-44151 – Acute and Communicable Disease Case Report or DPH-F-44243 – STD Case Report Form.
- F. Category III diseases shall be reported to the state epidemiologist on a DPH-F-44338 – Wisconsin HIV Infection Confidential Case Report within 72 hours after identification of a case or suspected case.
- G. Contact information for local health departments and the Bureau of Communicable Diseases is located on the DPH-F-44151 form.
- H. Written authorization from a PIOC is not needed for communicable disease reporting.

II. Responsibilities of Correctional Facilities

- A. Identify the responsible staff person at each facility who shall complete and forward required forms to the LHO or the state epidemiologist and who shall provide telephone notification to the state epidemiologist, when required.
- B. Establish collaborative relationship with the LHO at the LHD and keep the agency informed of events and issues occurring in DOC facilities that may have an impact on the community.
- C. Address infection control issues including surveillance, control and management of communicable disease via the facility Health and Safety Committee and the DOC Infection Control Committee per DAI Policy 500.60.01.
- D. Comply with Workers' Compensation reporting requirements in the event of actual or potential exposures.

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date:	DAI Policy Number: 500.60.10	Page 4 of 4
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 500 Health Services		
Subject: External Reporting of Communicable Disease		
Will Implement <input type="checkbox"/> As written <input type="checkbox"/> With below procedures for facility implementation		
Warden's/Center Superintendent's Approval:		

REFERENCES

DEFINITIONS, ACRONYMS AND FORMS

FACILITY PROCEDURE

- I.
 - A.
 - 1.
 - a.
 - B.
 - C.

- II.
 - A.
 - B.
 - C.