



WISCONSIN DEPARTMENT OF CORRECTIONS

Governor Tony Evers / Secretary Kevin A. Carr

GUIDANCE DOCUMENT CERTIFICATION

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections §227.10 and §227.11 of the Wisconsin Statutes.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated.

I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

James Greer

Name of Individual Certifying this Document/Proposed Document


Director, Bureau of Health Services

Title

Signature

Date Signed

Department of Corrections – Wisconsin
Office of the Secretary
Wis. Stat. § 227.112(6)
DOC-2910 (6/2019)

 <p style="text-align: center;">DIVISION OF ADULT INSTITUTIONS</p> <p style="text-align: center;">POLICY AND PROCEDURES</p>	DAI Policy #: 500.60.11	Page 1 of 5
	Original Effective Date: 07/19/07	New Effective Date: 04/08/19
	Supersedes: 500.60.11	Dated: 09/01/16
	Administrator's Approval: Makda Fessahaye, Administrator	
Required Posting or Restricted:		
<input checked="" type="checkbox"/> Inmate <input checked="" type="checkbox"/> All Staff <input type="checkbox"/> Restricted		
Chapter: 500 Health Services		
Subject: Food-Borne and Water-Borne Illness Outbreak		

POLICY

The Division of Adult Institutions shall report and investigate all suspected food-borne or water-borne illness according to the Centers for Disease Control and Prevention and in consultation with local and state public health officials.

REFERENCES

Standards for Health Services in Prisons, National Commission on Correctional Health Care, 2018 P-B-02, Infectious Disease Prevention and Control.

Wisconsin Statutes Ch. 252 – Communicable Diseases

Wisconsin Administrative Code Ch. HFS 145 – Control of Communicable Diseases

<http://www.cdc.gov/ncezid/dfwed/>

DEFINITIONS, ACRONYMS AND FORMS

Advanced Care Provider (ACP) – Provider with prescriptive authority.

BCD -- Division of Public Health, Bureau of Communicable Diseases.

Cluster – Two or more patients/staff with sudden onset of acute gastroenteritis or other symptoms which are similar to each other.

DAI Policy 500.60.10—External Reporting of Communicable Disease

DHS – Department of Health Services

DOC – Department of Corrections

DPH-4151 – Acute and Communicable Diseases Case Report

HSU – Health Services Unit

Local Health Department – Agency of local government that takes any of the forms specified in Wisconsin Statutes s. 250.01 94. LHD formerly called local public health agency which is the term used in DPH forms.

Outbreak – A food-borne disease outbreak occurs when two or more people get the same illness from the same contaminated food or drink at the same time as each other.

RHA – Responsible Health Authority

DAI Policy #: 500.60.11	New Effective Date: 04/08/19	Page 2 of 5
Chapter: 500 Health Services		
Subject: Food-Borne and Water-Borne Illness Outbreak		

RN – Registered Nurse

SLH – State Laboratory of Hygiene

www.dhs.wisconsin.gov/disease/diseasereporting

PROCEDURES

I. Initial Observation of Illness

A. Index of Suspicion

1. Outbreaks occurring in a variety of locations shall be considered for possibility of a main source of contamination.
2. Outbreaks in individual locations are suspect for a local source of contamination.
3. Any outbreak of patients/staff with sudden onset of acute gastroenteritis or other symptoms which are similar to each other shall be suspect for food-borne or water-borne illness.

- B. The RN on-site or on-call shall be alerted if-patients/staff develop acute gastrointestinal and/or other symptoms.

II. Notifications

A. The RN shall do the following upon becoming aware of a reported or suspected outbreak:

1. Immediately notify facility management, including HSM/designee, ACP, Warden/designee.
2. Immediately notify the facility Food Services Department that a possible food-borne outbreak is suspected.
3. Notify additional facility staff as necessary, depending on the source of contamination.

B. RHA/designee shall:

1. Immediately notify the BHS Director
2. Immediately notify the Central Office Dietetic Services Director.
3. Immediately notify the Local Public Health Department
4. Complete the DPH-4151 within 24 hours and route as directed on the form.

- C. The Warden/Superintendent and/or the BHS Director shall notify the Division Administrator/designee and Dietetic Services Director.

III. Investigation

- A. The investigation shall be completed over time and involve a variety of facility disciplines in coordination with DHS BCD.

DAI Policy #: 500.60.11	New Effective Date: 04/08/19	Page 3 of 5
Chapter: 500 Health Services		
Subject: Food-Borne and Water-Borne Illness Outbreak		

- B. As directed by BCD, samples of stool and/or vomit from at least four and up to 10 ill patients shall be collected immediately and preserved until able to be shipped for testing at the State Lab of Hygiene.
 1. The SLH shall be consulted on preservation methods.
 2. Ship by overnight delivery.

IV. Facility Responsibilities:

- A. Food Services shall send a copy of the menu for the past 72 hours and provide samples from all meals served in the past 72 hours (3 days are kept by Food Services) to DHS BCD. Samples shall be refrigerated until shipped and kept cold during shipping. Ship by overnight delivery.
- B. Notify DHS BCD that the samples have been shipped.
- C. The facility may be directed by the DHS investigator to send the food samples to the Department of Agriculture, Trade and Consumer Protection- Bureau of Lab Services 2601 Agricultural Dr. Suite 150 Madison, WI 53718.
 1. Bureau of Communicable Diseases, Epidemiology Section shall use the menu to prepare an incident specific questionnaire to use when interviewing ill patients.
 2. The facility staff shall ensure involved patients complete the questionnaire.
 3. The DHS staff directing the investigation of the outbreak shall follow up and be in contact with the HSM/designee involved with the case to give test results and offer advice, etc. Written lab results shall also follow in the usual fashion.
 4. Afflicted patients shall be informed and educated by licensed Health Care Professionals.
 5. The HSM shall work with the ACP, local and state health officials and facility staff such as the Food Service Administrator or Safety Officer to investigate any suspected outbreak.
 6. A report, including findings and any recommendations shall be prepared by DHS BCD and given to the Warden/designee, facility Health and Safety Committee, DOC Health and Safety Committee, the DOC Infection Prevention Committee and Dietetic Services Director.

V. Patient Care

- A. The ACP shall direct the care and treatment of patients.
- B. Symptomatic staff shall be referred to their personal health care provider.

DAI Policy #: 500.60.11	New Effective Date: 04/08/19	Page 4 of 5
Chapter: 500 Health Services		
Subject: Food-Borne and Water-Borne Illness Outbreak		

Bureau of Health Services: _____ **Date Signed:** _____
James Greer, Director

_____ **Date Signed:** _____
Paul Bekx, MD, Medical Director

_____ **Date Signed:** _____
Mary Muse, Nursing Director

Administrator's Approval: _____ **Date Signed:** _____
Makda Fessahaye, Administrator

DIVISION OF ADULT INSTITUTIONS FACILITY IMPLEMENTATION PROCEDURES

Facility: Name		
Original Effective Date:	DAI Policy Number: 500.60.11	Page 5 of 5
New Effective Date: 00/00/00	Supersedes Number:	Dated:
Chapter: 500 Health Services		
Subject: Food-Borne and Water-Borne Illness Outbreak		
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.