



Alberta Outbreak Report Form (AORF)

Definitions and Instructions

Alberta 

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Health and Wellness Promotion Branch

Public Health and Compliance Branch

Alberta Health

Alberta Outbreak Report Form (AORF) Definitions and Instructions | Alberta Health, Government of Alberta

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Alberta Outbreak Reporting Form (AORF) – Definitions⁽¹⁾ and Instructions⁽²⁾

Unusual Outbreaks

All unusual outbreaks are reportable by **fastest means possible (FMP)**, as defined in the [Alberta Outbreak Response Protocol](#), to Alberta Health and an Alberta Outbreak Report Form (AORF) **must** be submitted.

Routine Outbreaks

All routine outbreaks are reportable by submission of an AORF.

NOTE: Refer to the Public Health Disease Management Guidelines for [COVID-19](#) and [Seasonal Influenza](#) for specific outbreak reporting requirements.

| AORF Report Submission Timelines | |
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| Section 1 – Initial Notification | For all outbreaks send AORF within 24 hours after opening the investigation |
| Section 2 – Laboratory Confirmed Organism Identification | As soon as the causative organism has been confirmed on a laboratory report. |
| Section 3 – Final Report | Within 2 days of closing the investigation. The final report may include additional corrections or changes in Sections 1 and 2. |
| Outbreak Summary | As soon as it is available (if applicable). In complex outbreaks it is expected this may take some time however, the summary should be submitted no later than 30 days after closing the outbreak investigation. |

Outbreaks (EI#) where an AORF will not be submitted:

There are some instances where an EI# may be opened and it is known, or later known, that no AORF will be sent in to Alberta Health. Examples may include blood borne pathogen lookback/traceback investigation or outbreaks associated with travel to a location outside of Alberta. Notification to the Alberta Health email (cd.data@gov.ab.ca) of the following is required:

- EI#
- Suspected or confirmed (if known) organism
- The reason why the EI is not being reported on an AORF (e.g., EI is a lookback, EI is a travel-related outbreak).

Reporting “Not an Outbreak” on Final AORF:

When an initial AORF has been submitted and upon further investigation, the outbreak is determined not to be an outbreak, a final AORF with the resolution status of “Not an Outbreak” must be submitted to Alberta Health. The reason for “Not an Outbreak” should be clearly stated in the Outbreak Summary/Comments field.

NOTE: If a local outbreak occurs as a result of travel-associated cases/outbreak, THEN an AORF submission to Alberta Health is required.

(1) These definitions are not intended to have legal interpretations. They provide a short explanation of the terms used or instructions of how to complete the form in order to maximize consistency with data collection.

(2) For the purpose of this document, any reference to ‘clients’ refers to patients, students, childcare attendees, restaurant patrons, hotel guests and other individuals (other than site staff) relevant to the outbreak. Examples provided in this document are not all-inclusive. They are included to provide guidance to the person completing the form. Please refer to disease specific case definitions in the [Alberta Public Health Disease Management Guidelines](#) for identifying confirmed, probable and suspect cases.

| Outbreak Type | | Diseases that should fall under Outbreak Type <i>The following are examples (not limited to):</i> |
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| Enteric | Care Facility (Enteric) | <i>Escherichia coli</i> , Shigellosis, Hepatitis A, Cryptosporidiosis |
| | Non-Care Facility (Enteric) | |
| Non-Enteric | Care Facility (Respiratory) | COVID-19, Pertussis, Influenza, Pneumococcal Disease, Adenovirus |
| | Non-Care Facility (Respiratory) | |
| | Care Facility (Rash) | Measles, Enterovirus, Varicella (Chickenpox) |
| | Non-Care Facility (Rash) | |
| | Care Facility (Other) | Streptococcal Disease-Group A, Invasive (Severe); Meningococcal Disease, Invasive; <i>Clostridium difficile</i> . |
| | Non-Care Facility (Other) | |

Care Facility: includes select populations who spend a significant amount of time in a common setting. (e.g., Acute Care, Facility Living (LTC), Supportive Living/Home Living, Correctional Facility, dormitory, school, childcare centre, homeless shelters, etc.).

Non-Care Facility: includes populations not categorized under Care Facility (e.g., community, community organization function, private dwelling, permitted/approved food establishment, personal services, restricted function, swimming pool, etc.).

| Section 1 – Initial Notification | |
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| Data Field | Definition |
| EI # - Exposure Investigation Number | The unique exposure investigation (EI) number assigned by the Provincial Laboratory for Public Health (ProvLab) or by the Zone that is specific to the outbreak being reported. |
| PHAC Event # | The unique EI number assigned by the Public Health Agency of Canada (PHAC) when a multi-jurisdictional outbreak is opened. |
| Onset Date | The date that symptoms first appeared in the index case(s). |
| Date Investigation Opened | The date that Public Health initiated the outbreak investigation. |
| FNIHB Location Reporting | The First Nations and Inuit Health Branch (FNIHB) community in the Alberta Health Services (AHS) zone where the outbreak is occurring. |
| Date Reported to Alberta Health | The date the initial outbreak information was submitted to Alberta Health. |
| Primary Investigator | Name of primary contact for the outbreak in the AHS zone or with FNIHB. |
| Telephone Number | Phone number for the primary investigator in the AHS zone or with FNIHB. |
| Suspected Organism | Indicate the most <u>likely</u> cause of the outbreak from appropriate drop down lists provided. If it is not possible to make a selection from the dropdown box (based on presenting symptoms) choose Other, Gastrointestinal Illness; Other, Respiratory Illness; or Other, Rash as appropriate. |
| Outbreak Setting: | Check the appropriate box based on the PRIMARY function/attraction of the setting. |
| Acute Care Facility | Any acute care facility in the province. May be confined to a unit, floor or to the entire facility. |
| Addictions/Recovery Facility | A temporary residence where an individual receives substance abuse and/or mental health treatment. |
| Animal Facility | Any facility where animals are housed or raised for non-private use (e.g. abattoir, farm, intensive livestock operation, pet store, vet office, petting zoo, etc.). |
| Bingo Hall | A facility operated by a charity and licensed to conduct bingos from its own facility, with no more than three events per week. |
| Camp – Day | A daytime program offering education, recreational and/or sporting activities for adults and/or children (supervised), especially in summer and during school vacations. For example, municipal programs such as kayaking, hiking, cooking, art and pottery classes. |
| Camp – Overnight (Recreational) | Overnight recreational campground where tents/RVs etc are temporarily placed or where a person can comfort camp (e.g. yurt or cabin rental). |

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| Camp – Overnight (Summer/Other) | Supervised overnight camping usually for children/teens and may include, but is not limited to, individuals with special needs. May occur in summer or throughout the year. |
| Camp – Work | One or more buildings established to accommodate persons who are employed in industrial settings (e.g., mining, lumbering, construction, drilling, resource exploration or any other similar industry). |
| Casino | A public room or building where gambling games are played and are owned/operated by private or First Nations operators. |
| Child Care Facility | Site where care is provided for children (e.g., daycare center, preschool, out of school care, and family day-home). NOTE: This does not include residential care facilities for children under 18 years of age (refer to Facility Living) |
| Community | When outbreak is unrelated to a specific event or location (e.g., measles in the South zone). |
| Community Event – Indoor | An event or function, open to the general public that is held indoors and is not a concert, limited time fair/festival (see Special Events definition) or indoor sporting event. Examples include but are not limited to: <ul style="list-style-type: none"> - Alcoholics Anonymous (AA) meeting - Church bingo - Craft fair - Indoor auction - Indoor flea market |
| Community Event – Outdoor | An event or function, open to the general public that is held outdoors and is not a concert, limited time fair/festival (see Special Events definition) or sporting event. Includes, but is not limited to: <ul style="list-style-type: none"> - Garage sale - Community hall outdoor events |
| Community Healthcare/Social Support setting | Sites where health and social support services are provided outside of acute care services. Sites do not provide residential care or living accommodations. Examples include, but are not limited to: <ul style="list-style-type: none"> - Community clinics - Private clinics (e.g., physician, dental, optometrist, counselling, physiotherapy, diagnostic imaging) - Support center for people living with disabilities (e.g., Kirby Center) |
| Concert/Event with Theatre-Style Seating | Concert or other non-sports related seated event open to the public that may or may not require ticket purchase held in an indoor or outdoor setting. Examples include, but are not limited to: <ul style="list-style-type: none"> - Dance production - Orchestral production - Theatrical production - Movie theatre |
| Correctional Facility | Facilities for incarceration. Includes, but not limited to: <ul style="list-style-type: none"> - Halfway houses, - Healing lodges, - Prisons, - RCMP detachment holding cell, - Remand centre, - Youth offender centre |
| Emergency Services | Public organizations that respond to and deal with emergencies when they occur, including police, rescue, ambulance, and firefighting services including any work-related facilities (e.g. police gym) they use while on shift. |
| Fitness facility | A health, recreational, and social facility geared towards exercise, sports, and other physical activities. Includes gym facilities at workplaces, group fitness classes and dance classes. |

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| Food Establishment – Farmers’ Market | Markets that are approved by the Ministry of Agriculture and Forestry to operate as a Farmers’ Market. |
| Food Establishment – Restaurants | An establishment where people pay to eat meals that are cooked and served on the premises.(e.g., restaurant, bar, pub, cafe, lounge). May be fast food, take out, dine-in. |
| Food Establishment – Retail | A retail location that sells food directly to the public. Examples include, but are not limited to grocery stores, Walmart superstores convenience stores. |
| Food Establishment – Other | An establishment that prepares food for sale or distribution directly to the public that does not fall into other food establishment categories. Examples—caterer, institutional kitchen, soup kitchen, food bank. |
| Food processing facility – Meat | A plant or premises where animals are slaughtered for human consumption, or where meat or meat products are processed but not sold directly to the public. Does not include rendering plants. |
| Food processing facility – Other | A plant or premises where food for human consumption other than meat is processed (e.g. dairy plant, beverage packaging) but not sold directly to the public. |
| Group home | A supportive living facility (licensed and non-licensed) that provides meals/security for adults or children. |
| Industrial Setting | Industrial workplace locations that do not have a camp on site (or other living accommodations on site for workers). Examples include, but are not limited to: <ul style="list-style-type: none"> - Distribution centre - Manufacture/showroom locations - Mining - Oil rig worksite - Recycling facility - Warehouse |
| Industrial Setting with Work Camp | Industrial workplace locations that have a camp (or other living accommodations) on site for workers. Examples include, but are not limited to: <ul style="list-style-type: none"> - Construction - Drilling - Lumbering - Manufacturing - Mining - Oil Sands/Oil rig - Resource exploration - Warehouse |
| Long-term Care Facility (Facility Living) | Publicly funded facilities (licensed) designed specifically for individuals with complex, unpredictable medical needs who require 24-hour onsite Registered Nurse assessment and/or treatment and whose care cannot be safely provided in their own home or in supportive living. Collectively, long-term care refers to sites governed by the Nursing Homes Act and auxiliary hospitals under the Hospitals Act. Both of these settings provide publicly funded care either directly by AHS or by a contracted partner. E.g., Nursing home, auxiliary hospital, LTC unit within an acute care facility |
| Office Setting | A room, set of rooms, or building where the business of a commercial, government or industrial organization or of a professional person is conducted (e.g., bank, insurance company) |
| Personal Services | A facility in which any of the following activities performed on, in, or to a person’s skin, hair, nails or teeth, or other parts of the body of a person, for the primary purpose of enhancing, preserving or altering the person’s appearance: <ul style="list-style-type: none"> - puncturing - cutting - shaving |

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| | <ul style="list-style-type: none"> - exfoliating - applying pressure - inserting, implanting, attaching or removing objects - applying suction - using energy-emitting equipment - removing - styling - applying or injecting cosmetic products |
| Place of Worship | A specially designed structure or space where individuals or a group of people, such as a congregation, comes to perform acts of devotion, veneration, or religious study. |
| Private Dwelling | A separate set of living quarters with a private entrance that does not belong to the client. |
| Private Indoor Social Event | Occasional and special events held indoors where only family, friends and people known to the hosts or permit holders are invited to attend, such as a birthday party, bible study, funeral reception or a wedding. Private Events are not advertised or made open to the public. Information about the event may be shared with invited guests and members only. |
| Private Outdoor Social Event | Occasional and special events held outdoors where only family, friends and people known to the hosts or permit holders are invited to attend, such as a outdoor group recreational activity (e.g., dog park, hiking), birthday party, funeral reception or a wedding. Private Events are not advertised or made open to the public. Information about the event may be shared with invited guests and members only. |
| Retail store (Excluding Grocery) | <p>Any retail service provider that does not require a permit to handle food as part of their usual business.</p> <p>Examples include:</p> <ul style="list-style-type: none"> - Gift and specialty stores - Jewelry & accessories - Non-essential health and beauty care - Luggage - Art and framing - Clothing and shoes - Bridal - Gaming equipment - Hobby & toy - Furniture - Photo, music and books - Sporting goods - Businesses engaged in the retail and wholesale sale of food, pet food and supplies, and household consumer products necessary to maintain the safety, sanitation and essential operations of residences and businesses. - Businesses that provide essential items for the health and welfare of animals, including feed, animal food, pet food and animal supplies, including bedding. - Alcohol producers and/or sellers, and stores that sell beer and wine through arrangements with authorized providers; vaping stores; cannabis producers. - Gas stations, diesel, propane and heating fuel providers including providers of motor vehicle, aircraft and water/marine craft fuels. - Motor vehicle, auto-supply, auto and motor-vehicle-repair, including bicycle repair, aircraft repair, heavy equipment repair, watercraft/marine craft repairs, car and truck dealerships and related facilities. - Hardware stores and stores that provide hardware products necessary to the essential operations of residences and businesses. |

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| | <ul style="list-style-type: none"> - Business providing pharmaceuticals and pharmaceutical services, including pharmacies and dispensaries. - Businesses that supply office products and services, including providing computer products and related repair and maintenance services, for individuals working from home and for essential businesses. - Safety supply stores (safety gear and Personal Protective Equipment). - Businesses that supply and deliver remote or online ordering. |
| School (Post-Secondary) | Any level of education after high school, including education obtained from colleges, universities, trade schools, seminaries, institutes of technology and any other facility that offers an academic degree or certificate. This includes outbreaks in any related dormitories or accommodations provided by the school and does not include permitted food establishments at these sites. |
| School (K-12) | A private or public primary educational institution. Grade: Provide the grade(s) of the ill student(s) unless the entire school is affected. |
| Shelter | A temporary residence or place of stay (e.g., overnight or longer) which seeks to protect vulnerable populations (e.g., homeless shelters, men's or women's shelters, Youth Emergency Center, Family Violence Emergency Shelter) |
| Special Event | An event open to the general public that operates for not more than 15 days within a calendar year in any one health region and includes, without limitation, fairs, festivals, exhibitions, promotional events and carnival. (e.g., Grey Cup week events, Stanley Cup Playoff events, Calgary Stampede, Heritage Festival, K-Days, Taste of Edmonton, Folk Fest, Blues Fest, Big Valley Jamboree, Country Thunder, Brooks Medieval Faire, Comic Con, International Film Festival, Taste of Edmonton/Calgary, Street Performers Festival). |
| Sporting Event – Indoor | A sporting event which takes place <u>inside</u> a building, and at which any spectators present are accommodated inside that building (e.g., bowling alley, recreational/professional sports game, practice or tournament, curling bonspiel) |
| Sporting Event – Outdoor | <u>Outdoor</u> physical, sports and recreational activities, including organized and informal sports, games, tournaments (e.g., soccer practice, recreational/professional sports game, Castrol Raceway) |
| Supportive Living/Home Living Site | <p>Supportive Living is a congregate setting that combines accommodation services with other supports and care.</p> <ul style="list-style-type: none"> - Accommodation Services are similar to services you would receive in a hotel such as room, meals, and housekeeping. - Other supports and care could include assistance with medication, bathing, dressing, and grooming - There are several types of supportive living settings, the most common of which are seniors lodges, designated supportive living (DSL), group homes* and private supportive living. <p>*NOTE: For the purposes of surveillance, “Group Home” has its own field.</p> <p>The Supportive Living Accommodation Licensing Act defines licensed supportive living as “supportive living accommodation provided by an operator where</p> <p>(a) the supportive living accommodation is provided to 4 or more adults who are not related to the operator,</p> <p>(b) the operator provides or arranges for services related to safety and security for the persons referred to in clause (a) in accordance with the standards set out or adopted in the regulations, and</p> <p>(c) the operator provides, offers or arranges for (i) at least one meal per day, or (ii) housekeeping services, for the persons referred to in clause (a)”</p> |
| Swimming Pool/Spray Park | A pool other than a swimming pool at a private dwelling (e.g., municipal pool, hotel pools, hot tubs, wading pool). |
| Transportation/Conveyance | Municipal and/or public conveyance. This does not include private car pooling – e.g., bus, train, plane, boat (e.g., cruise), ferry, rideshare (e.g., Uber), taxi, tour bus |

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| Other | Any locations or events not identified on this list where an outbreak has occurred. |
| Municipality | The city(s), town(s), village(s) or summer village(s) in Alberta where cases linked to the outbreak are occurring. |
| Location (Facility Name) | Name of the facility in which the outbreak is occurring or is suspected of being associated with. Unit: The unit in the facility where the outbreak is occurring, if applicable. Floor: The floor in the facility on which the outbreak is occurring, if applicable. |
| Postal Code | The postal code of the Location (Facility) outbreak. |
| Is this outbreak part of a larger national or international outbreak? | The outbreak is part of a larger national or international outbreak investigation. If 'Yes', specify more details about the larger outbreak. [e.g., the larger investigation may have occurred as a result of an outbreak that started in Alberta (e.g., XL Foods) or may have resulted in the initiation of a subsequent outbreak investigation within Alberta (e.g., National Hepatitis A Look-back, Maple Leaf food recall/Listeria outbreak of 2008)]. |
| Initial # of People ill | The initial number of clients/residents/staff experiencing symptoms associated with the suspected outbreak. (a) Initial number of clients/residents (including ill visitors who are outbreak cases). (b) Initial number of staff. (c) Sum total of (a) plus (b). NOTE: these are the initial numbers when the outbreak is first reported. |

Section 2 – Laboratory Confirmed Organism Identification

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| Primary Organism Identified | Enteric/Non-Enteric/Respiratory: The primary causative organism identified on a laboratory report from an appropriate clinical specimen. If >1 Organisms: List all other organism(s) identified on a laboratory report from an appropriate clinical specimen. |
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Section 3 – Final Report

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|--|--|--|--|--|--|---------------------------------------|-------------------------------------|---|--|---------------------------------------|--|--|--|--|--|---|--|
| Species (Primary, Secondary) | This field identifies the strain differentiation, if applicable. This field includes all forms of differentiation (e.g., serotype/serogroup, sequence type, subtype, phagetype, PFGE). | | | | | | | | | | | | | | | | |
| Onset Date of Last Case | The date that symptoms appeared in the last case reported for the outbreak. | | | | | | | | | | | | | | | | |
| Date Investigation Closed | The date the investigation was completed. | | | | | | | | | | | | | | | | |
| Other AHS Zones/FNIHB where cases have been identified | All other AHS zones/FNIHB locations affected in the outbreak, aside from the AHS zone/FNIHB location reporting the original outbreak (i.e. this AORF). <table border="1"> <tr> <td colspan="4">Select all other AHS zones and/or FNIHB locations where cases have been identified:</td> </tr> <tr> <td><input type="checkbox"/> Calgary Zone</td> <td><input type="checkbox"/> North Zone</td> <td><input checked="" type="checkbox"/> FNIHB community in Calgary Zone</td> <td><input type="checkbox"/> FNIHB community in North Zone</td> </tr> <tr> <td><input type="checkbox"/> Central Zone</td> <td><input checked="" type="checkbox"/> South Zone</td> <td><input type="checkbox"/> FNIHB community in Central Zone</td> <td><input type="checkbox"/> FNIHB community in South Zone</td> </tr> <tr> <td><input type="checkbox"/> Edmonton Zone</td> <td></td> <td><input type="checkbox"/> FNIHB community in Edmonton Zone</td> <td></td> </tr> </table> NOTE: Continuing with the Initial Summary example, cases linked to the Edmonton outbreak were also reported in a FNIHB community in Calgary zone and then additionally in AHS South Zone. Again, do NOT check off AHS Calgary unless there were non-FNIHB cases in Calgary Zone. | Select all other AHS zones and/or FNIHB locations where cases have been identified: | | | | <input type="checkbox"/> Calgary Zone | <input type="checkbox"/> North Zone | <input checked="" type="checkbox"/> FNIHB community in Calgary Zone | <input type="checkbox"/> FNIHB community in North Zone | <input type="checkbox"/> Central Zone | <input checked="" type="checkbox"/> South Zone | <input type="checkbox"/> FNIHB community in Central Zone | <input type="checkbox"/> FNIHB community in South Zone | <input type="checkbox"/> Edmonton Zone | | <input type="checkbox"/> FNIHB community in Edmonton Zone | |
| Select all other AHS zones and/or FNIHB locations where cases have been identified: | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Calgary Zone | <input type="checkbox"/> North Zone | <input checked="" type="checkbox"/> FNIHB community in Calgary Zone | <input type="checkbox"/> FNIHB community in North Zone | | | | | | | | | | | | | | |
| <input type="checkbox"/> Central Zone | <input checked="" type="checkbox"/> South Zone | <input type="checkbox"/> FNIHB community in Central Zone | <input type="checkbox"/> FNIHB community in South Zone | | | | | | | | | | | | | | |
| <input type="checkbox"/> Edmonton Zone | | <input type="checkbox"/> FNIHB community in Edmonton Zone | | | | | | | | | | | | | | | |
| Is this outbreak part of a larger national or international outbreak? | The outbreak is part of a larger national or international outbreak investigation. If 'Yes', list all locations identified, <u>including</u> the locations identified on the initial notification under Location (Facility Name) in Section 1). | | | | | | | | | | | | | | | | |
| Is the source of the outbreak likely environmental? | Indicate Yes (if environmental), No (if person-to-person), or Unknown as appropriate. Environmental source refers to a non-person source such as a food, water, or animal source. | | | | | | | | | | | | | | | | |
| If Yes, what is the environmental source? | Complete this section only if the source of the outbreak is considered environmental. Indicate the environmental source as appropriate. | | | | | | | | | | | | | | | | |

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| Animal | Any living thing that is not human or plant (e.g., insects, birds, fish and includes domestic pets, livestock and wild animals). |
| Drinking Water | Potable water intended for human consumption, including private water systems (e.g., wells, cisterns, small distribution systems) and treated municipal water. |
| Food (Human) | Any substance, including ice, intended for use in whole or in part for human consumption, but does not include a drug, medication or a regulated health related product and, for the purpose of disease reporting, does not include drinking water. |
| Food (Pet) | Any substance intended for use in whole or in part for animal consumption (e.g., feeder mice, pig ear treats). |
| Recreational Water | Water that is neither drinking water nor swimming pool water (e.g., beach, lake, stream). |
| Swimming Pool | Water from a pool, wading pool, water spray park and whirlpool that has a permit issued under Section 4 of the <i>Swimming Pool, Wading Pool and Water Spray Park Regulation</i> . |
| Other specify | Indicate any other environmental source of infection not already listed in the check boxes. |
| Environmental source resolution | Check the appropriate box to indicate the status of the source, as appropriate. Indicate: Confirmed —when there is laboratory confirmation of the source. Probable —when the environmental source is suspected but not laboratory confirmed (i.e., either no specimens taken OR all source samples test negative). |
| Final # of ill/Cases | The number of lab suspect**, probable*, laboratory confirmed and total cases for the outbreak: (a) in clients/residents. (b) in staff. (c) total of clients/residents and staff (a+b). For (a), (b) and (c) also provide # Hospitalized and # Deceased whenever available. <i>* For Norovirus (suspected or confirmed outbreaks), probable cases are those with clinical symptoms compatible with a confirmed case, and who are included as part of the outbreak.</i> <i>** As per Alberta Health case definition (PH Disease Management Guidelines – here and throughout).</i> |
| Immunization Type (where applicable) | The immunization section is ONLY for vaccine preventable disease outbreaks that occur in Care Facilities, if available. Choose the Immunization type that applies to the disease outbreak (e.g. Hepatitis A vaccine for a Hep A outbreak). NOTE: Enter the immunization information for the primary organism FIRST. |
| Adequately Immunized* PRIOR TO/AFTER Onset | (a) # of clients/residents adequately immunized* with applicable vaccine PRIOR to and AFTER the onset date of the outbreak. (b) # of staff adequately immunized* with applicable vaccine PRIOR to and AFTER the onset date of the outbreak. (c) Sum total of (a) plus (b). * for the purpose of the AORF, adequately immunized means having received an appropriate dose of a vaccine and an adequate period of time has lapsed for the individual to have developed a protective response (e.g., 2 weeks for influenza immunization, 2 weeks for hepatitis A immunization) |

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| Outbreak Summary / Comments | <p>Summarize any unusual outbreaks (e.g., higher mortality/morbidity, severity of illness) including:</p> <ul style="list-style-type: none"> • A DESCRIPTION of the outbreak, including characteristics, unusual presentations, patterns or scope. • A list of KEY COMMUNICATIONS that were initiated such as with Alberta Health, CNPHI alerts, zonal alerts to the public including media, physician notifications and teleconferences with other zones/provincial/federal. • A SUMMARY of PUBLIC HEALTH ACTIONS taken for escalating outbreaks that are over and above routine outbreak management protocols such as large immunization campaigns, post exposure prophylaxis program, changing to accelerated schedules of immunizations (e.g., pertussis vaccine offered earlier), boil water advisory issued, education or enhanced follow-up resulted in a recall of products. • LESSONS LEARNED: The level of detail of the summary corresponds to how unusual, unique or large the outbreak is or its level of public health significance. More information may be requested by Alberta Health depending on the outbreak. |
| Date Final Report Submitted to Alberta Health | <p>The date when the final report is submitted to Alberta Health (For CDOM users: the date emailed, for FNIHB: the date faxed/emailed).</p> |

Appendix 1: Revision History

| Revision Date | Document Section | Description of Revision |
|---------------|---|---|
| March 2022 | General | <ul style="list-style-type: none"> New Template |
| | Outbreak Setting | <p>Changes to the Outbreak Setting fields are as follows:</p> <ul style="list-style-type: none"> Community Healthcare setting (private clinics, support centers for people living with disabilities, etc.) to Community Healthcare/Social Support setting Indoor community event to Community Event – Indoor Concert/seated event to Concert/event with theatre style seating Day Camp to Camp – Day Indoor Sporting event to Sporting Event – Indoor Meat Processing Facility to Food processing facility – Meat Outdoor community event to Community Event – Outdoor Outdoor sporting event to Community Event – Outdoor Overnight Recreational Camp Facility to Camp – Overnight (Recreational) Permitted food establishment to 4 new fields: <ul style="list-style-type: none"> Food establishment – Farmer’s Market Food establishment – Restaurant Food establishment – Retail (including grocery) Food establishment – Other Swimming Pool to Swimming Pool/Spray Park Transportation (municipal transport system, taxi, ride-share, etc.) to Transportation/Conveyance Work camp to Camp – Work |
| | Additions | <p>Section 1:</p> <ul style="list-style-type: none"> PHAC Event # for national outbreaks Postal Code to outbreak facility location Outbreak Setting (new fields): <ul style="list-style-type: none"> Bingo Hall Camp – Summer/Other Food Processing Facility – Other Group Home <p>Section 2:</p> <ul style="list-style-type: none"> “More than one organism” fields added <p>Section 3:</p> <ul style="list-style-type: none"> (Environmental) to Yes box for “Is the source like environmental” and (Person-to-person) to No box Final # hospitalized/deceased cases by # of residents, staff and total (previous total # hospitalized/deceased cases) Immunization section revised |
| May 2022 | Community Healthcare/Social Support setting | <ul style="list-style-type: none"> Examples added |
| July 2022 | Reporting Requirements | <ul style="list-style-type: none"> Note added to refer to COVID-19 and Seasonal Influenza guideline for outbreak reporting requirements. |
| | Immunization | <ul style="list-style-type: none"> Note added to enter the immunization information for the primary organism first. |
| | Summary | <ul style="list-style-type: none"> Clarified request for summary of outbreak measures. |