



Alberta Outbreak Report Form (AORF)

Definitions and Instructions



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Communicable Disease Control Branch

Public Health Division

Primary and Preventative Health Services

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

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Alberta Outbreak Reporting Form (AORF)

Definitions⁽¹⁾ and Instructions⁽²⁾

Unusual Outbreaks

The MOH (or designate) shall report all unusual outbreaks by **fastest means possible (FMP)**, as defined in the [Alberta Outbreak Response Protocol](#), to Primary and Preventative Health Services (PPHS). An Alberta Outbreak Report Form (AORF) must be submitted.

Routine Outbreaks

The MOH (or designate) shall report all routine outbreaks by submission of an AORF within the required timelines outlined below.

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

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

In some cases, an EI# may be opened, but it is known—either at the outset or later—that an AORF will **not** be submitted. Examples include blood borne pathogen lookback/traceback investigation and outbreaks associated with travel to a location outside of Alberta. If this occurs, notify PPHS by email at cd.data@gov.ab.ca with the following mandatory information:

- EI#
- Suspected or confirmed organism (if known)
- Reason why an AORF will not be submitted (e.g., EI is a lookback, travel-related outbreak).

Reporting “Not an Outbreak” on Final AORF:

If an initial AORF has been submitted and later determined not to be an outbreak, a final AORF must be submitted to PPHS. For CDOM, set the resolution status to “Not an Outbreak” and clearly state the rationale in the Outbreak Summary/Comments field.

NOTE: If a local outbreak results from travel-associated cases/outbreak, then an AORF submission to PPHS is required.

(1) These definitions are for guidance only. They are not intended to carry legal interpretations. They are meant to clarify terms used in the form and promote consistency in data collection.

(2) In this document, “clients” refers broadly to individuals affected by the outbreak other than staff—for example, residents, patients, students, childcare attendees, restaurant patrons, or hotel guests. Examples included throughout are illustrative and not exhaustive. For case classification (confirmed, probable, suspect), refer the [Alberta Public Health Disease Management Guidelines](#).

Outbreak Type		Diseases that should fall under Outbreak Type <i>The following are examples include, but are not limited to:</i>
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, Continuing Care Home Types A, B and C, Supportive Living Accommodation, 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	
Data Field	Definition
EI # - Exposure Investigation Number	The unique exposure investigation (EI) number assigned by the Provincial Laboratory for Public Health (ProvLab) or the Zone and is specific to the outbreak being reported. NOTE: <ul style="list-style-type: none"> The format for ProvLab assigned numbers is YYYY-### for ISC (e.g., 2025-1234) or YYYY-EI-XXX in CDOM (e.g., 2025-EI-1234). The format for Zone assigned numbers is YYYY-XXX- "A"### (XXX = Zone e.g., 2012-CAL-C111).
PHAC Event #	The unique EI number assigned by the Public Health Agency of Canada (PHAC) when a multi-jurisdictional outbreak is opened. NOTE: An EI should be opened for a single case linked to a national outbreak and reported to PPHS.
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 Indigenous Services Canada (ISC) community in the PCA/Alberta Health Services (AHS) zone where the outbreak is occurring.
Date Reported to Alberta Health	The date the initial outbreak information was submitted to PPHS.
Primary Investigator	Name of primary investigator for the outbreak.
Telephone Number	Phone number for the primary investigator.
Suspected Organism	Indicate the most <u>likely</u> cause of the outbreak from appropriate drop-down lists provided. If it is not possible to select 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	A provincially funded health care facility that provides short-term, episodic medical and surgical treatment, including emergency care, inpatient care, and specialized services. Outbreaks may be confined to a specific unit, floor, or involve the entire facility.
Addictions/Recovery Facility	A residential setting, licensed or unlicensed, where individuals reside temporarily while receiving support for substance use and/or mental health concerns.

Animal Facility	Any facility where animals are housed, raised or handled for non-private or commercial purposes. Examples include, but are not limited to: <ul style="list-style-type: none"> • Abattoirs, • Farms, • Intensive livestock operations, • Pet stores, • Veterinary clinics, • Petting zoos.
Bingo Hall	A facility where regularly scheduled licensed bingo events are typically held for fundraising purposes.
Camp – Day	A supervised daytime program offering educational, recreational or sporting activities for adults and/or children. Common during summer or school breaks. (e.g., municipal day camps for kayaking, hiking, cooking, arts and crafts)
Camp – Overnight (Recreational)	A site where individuals stay overnight in tents, RVs, or fixed shelters such as cabins or yurts for leisure or vacation purposes. Often includes comfort camping amenities.
Camp – Overnight (Summer/Other)	A supervised overnight camp, typically for children or teens. These camps may operate seasonally (e.g., summer) or year-round.
Camp – Work	A temporary residential facility that houses workers employed in industrial sectors such as mining, oil and gas, construction, drilling, lumbering, or resource exploration. Usually located near remote work sites.
Casino	A public facility where gambling activities are conducted, operated by either private or First Nations organizations under license. Includes games of chance such as slot machines, table games, and electronic gaming terminals
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)
Colony	A rural, communal living settlement with shared resources and governance, typically organized around farming and manufacturing. For the purposes of this form, “Colony” refers specifically to Hutterite colonies in Alberta.
Community	When outbreak is unrelated to a specific event or location (e.g., measles in the x town or South Zone).
Community Event – Indoor	An event or function, open to the public that takes place indoors and is not a concert, limited time fair/festival or indoor sporting event (see <i>Special Events</i> or <i>Sport Event – Indoor</i>). 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 outdoor event or gathering open to the public that is held outdoors and is not a concert, limited time fair/festival or sporting event (see <i>Special Events</i> or <i>Sport Event – Indoor</i>). Includes, but is not limited to: <ul style="list-style-type: none"> • Garage sale, • Community picnics or outdoor gatherings hosted by a hall or local group.
Community Healthcare/Social Support setting	A non-residential site where health or social support services are provided outside of acute care. These settings do not include facilities where clients live or receive 24-hour care. 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 centers for people living with disabilities (e.g., Kirby Center).

Concert/Event with Theatre-Style Seating	<p>A seated non-sporting event open to the public, held indoors or outdoors and may or may not require tickets. Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Dance production, • Movie theatre, • Music singer/band, • Orchestral production, • Theatrical production.
Continuing Care Home Type A	<p>A publicly funded, licensed facility providing 24-hour onsite registered nurse (RN) and/or registered psychiatric nurse (RPN) care, along with personal care from licensed practical nurses (LPNs) and health care aides (HCAs).</p> <p>Residents typically have complex or unpredictable medical needs that cannot be safely managed at home or in a Type B setting. For more information see Alberta.ca.</p> <p>Formerly: Long-Term Care, nursing homes, or auxiliary hospitals.</p>
Continuing Care Home Type B	<p>A publicly funded, licensed facility offering accommodation, meals, and 24-hour onsite personal care by HCAs, with LPNs and registered nursing support (onsite or on-call) based on resident needs.</p> <p>Suitable for individuals with moderate health care needs who require support but not the intensive care level of a Type A facility. Includes Secure Space units for residents with dementia. For more information see Alberta.ca.</p> <p>Formerly: Designated Supportive Living (DSL 3, 4, or 4D Dementia).</p>
Continuing Care Home Type C	<p>A publicly funded, licensed hospice setting providing palliative or end-of-life care, delivered by an interprofessional team—including nurses, HCAs, social workers, and others.</p> <p>Admission is typically reserved for individuals approaching the end-of-life phase, often within the last months or weeks. For more information see Alberta.ca.</p> <p>Formerly: Publicly funded hospice care settings.</p>
Correctional Facility	<p>A secure facility used for the detention, supervision, or rehabilitation of individuals in custody. Includes, but not limited to:</p> <ul style="list-style-type: none"> • Halfway houses and healing lodges, if applicable, • Prisons and remand centres, • RCMP detachment holding cells, • Youth offender centers. <p>NOTE: Includes both temporary holding facilities and long-term incarceration sites</p>
Emergency Services	<p>Public-sector organizations that provide emergency response, including police, fire, ambulance, and rescue services.</p> <p>Includes work-related facilities used during shifts, such as police gyms, station lounges, or paramedic depots.</p>

Fitness facility	<p>A facility that provides space or programs for exercise, sport, or physical activity, and may include social or recreational components. Includes, but not limited to:</p> <ul style="list-style-type: none"> • Workplace gyms, • Fitness centers, • Group exercise classes, • Dance studios.
Food Establishment – Farmers' Market	<p>Market approved by the Ministry of Agriculture and Irrigation to operate as a recognized Alberta-approved Farmers' Market, where vendors sell food and other goods directly to the public.</p> <p>NOTE: Only approved markets qualify under this definition. Refer to the list of approved markets at alberta.ca</p>
Food Establishment – Restaurant	<p>A facility where food is prepared and sold for immediate consumption. Includes dine-in restaurants, cafes, pubs, lounges, fast-food outlets, and take-out establishments.</p>
Food Establishment – Retail Store (including grocery)	<p>A commercial location where food is sold directly to consumers for off-site consumption. Examples include, but are limited to:</p> <ul style="list-style-type: none"> • Grocery stores, • Superstores (Walmart, Costco), • Convenience stores.
Food Establishment – Other	<p>A facility that prepares or distributes food directly to the public but does not fall under restaurant, retail, or farmers' market categories. Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Caterers, • Institutional kitchens (e.g., hospitals, schools), • Soup kitchens, • Food banks.
Food processing facility – Meat	<p>A licensed plant or premises where animals are slaughtered for human consumption or where meat and meat products are processed. These products are not sold directly to the public</p> <p>NOTE: This does not include rendering plants.</p>
Food processing facility – Other	<p>A plant or premises where non-meat food or beverage products are processed for human consumption but not sold directly to the public. Examples include dairy plants, commercial bakeries, and beverage bottling facilities.</p>
Group home	<p>A residential supportive living facility (licensed and non-licensed) that provides meals supervision, and/or basic care to adults or children.</p> <p>May serve individuals with physical, cognitive, or mental health needs in a shared living environment.</p>
Industrial Setting	<p>A worksite where industrial activities take place without on-site accommodations for workers. Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Distribution centers, • Manufacturing or showroom facilities, • Mining operations, • Oil rig worksites, • Recycling plants, • Warehouses.

Industrial Setting with Work Camp	<p>An industrial worksite that includes on-site accommodations (e.g., dormitories, trailers, lodges) for workers. Examples include, but are not limited to:</p> <ul style="list-style-type: none"> • Construction camps, • Drilling operations, • Lumber camps, • Manufacturing with housing, • Mining, • Oil Sands and Oil rig sites, • Resource exploration sites, • Remote warehouses with worker housing.
Office Setting	<p>A room, suite, or building where commercial, professional, industrial or government business is conducted.</p> <p>Examples: banks, insurance offices, and administrative workplaces</p>
Personal Services	<p>A facility that offers services performed on the skin, hair, nails, teeth, or other parts of the body for the purpose of enhancing, preserving or altering personal appearance. Services may include:</p> <ul style="list-style-type: none"> • Puncturing or cutting (e.g., piercings, tattooing), • Shaving or exfoliating, • Applying pressure or suction (e.g., massage, cupping), • Inserting, implanting, attaching or removing objects, • Using energy-emitting equipment (e.g., laser treatments), • Styling (e.g., hair, nails), • Applying or injecting cosmetic products. <p>NOTE: These services may be regulated under Alberta's Personal Services Regulation</p>
Place of Worship	<p>A designated structure or space where individuals or groups gather for religious, spiritual, or devotional practices.</p>
Private Dwelling	<p>A self-contained residence with a separate entrance, typically occupied by an individual(s) or family as their primary place of living.</p> <p>Examples: houses, apartments, and basement suites.</p> <p>NOTE: Dwellings used for licensed care or communal living (e.g., group homes) should be classified under the appropriate setting.</p>
Private Indoor Social Event	<p>A non-commercial indoor gathering held occasionally for family, friends, or others known to the host or permit holder.</p> <p>These events are not publicly advertised or open to the public.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Birthday parties, • Funeral receptions, • Weddings, • Bible studies or informal group meetings.
Private Outdoor Social Event	<p>An outdoor gathering held occasionally for family, friends, or others known to the host or permit holder.</p> <p>These events are not publicly advertised or open to the public.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Backyard parties, • Outdoor recreational group activities (e.g., hiking), • Weddings or funeral receptions.

Retail store (Excluding Grocery)	<p>A commercial business that sells goods directly to consumers and does not require a food handling permit as part of its regular operations.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Clothing, shoe, and accessory stores, • Bookstores, gift shops, and art/framing stores, • Home furnishings and hardware stores, • Automotive and bicycle repair shops, • Electronics and office supply retailers, • Cannabis retailers, vape shops, and alcohol stores, • Pharmacies and health/beauty supply stores, • Pet supply stores and feed providers, • Safety and personal protective equipment (PPE) suppliers. <p>NOTE: This category excludes grocery stores, restaurants, and other businesses that sell or prepare food for consumption (see Food Establishment).</p>
School (K-12)	<p>A private or public primary or secondary educational institution that provides education from kindergarten through grade 12.</p> <p>Grade: Provide the grade(s) of the affected student(s) unless the entire school is impacted.</p>
School (Post-Secondary)	<p>An institution that offers education beyond high school, including colleges, universities, trade schools, seminaries, or technical institutes.</p> <p>This includes outbreaks in any associated student housing (e.g., dormitories or school-run accommodations), but excludes food establishments located at these sites.</p>
Shelter	<p>A temporary place of stay intended to protect and support individuals experiencing vulnerability, displacement, or crisis.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Homeless shelters, • Youth emergency shelters, • Family violence emergency shelters, • Men's or women's shelters.
Special Event	<p>A public event that occurs for no more than 15 days within a calendar year in a given location(s).</p> <p>This includes temporary or one-time gatherings such as fairs, festivals, exhibitions, promotional events, or carnivals.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Calgary Stampede, • K-Days, • Grey Cup Week events, • Taste of Edmonton, • Folk Fest, Blues Fest, • Big Valley Jamboree, • Comic Con, • Heritage Festival, • International Film Festival, • Street Performers Festival.
Sporting Event – Indoor	<p>A sports or recreational event held entirely within an enclosed building, where participants and any spectators are accommodated indoors.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Bowling alleys, • Recreational or professional games and tournaments (e.g., Edmonton Stingers, Calgary Surge), • Indoor sports practices, • Curling bonspiels.

Sporting Event – Outdoor	<p>An organized or informal physical activity, sport, or tournament held outdoors, typically involving participants and/or spectators in an open-air setting.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Soccer practices and games, • Recreational or professional outdoor sports events (e.g., Edmonton Elks, Calgary Stampeders), • Motorsports events (e.g., Castrol Raceway).
Supportive Living Accommodations	<p>Licensed residential settings with four or more unrelated adults, where operators provide or arrange:</p> <ul style="list-style-type: none"> • Accommodation services (meals, housekeeping, social/leisure activities), • 24-hour safety and security, and • Support that helps residents live independently, <p>(e.g., lodges, private assisted-living homes, independent living residences, and retirement communities)</p> <p>These settings do not include locations where individuals receive 24-hour publicly funded health or personal care services (e.g., Continuing Care Homes Type A, B or C). For more information see Alberta.ca.</p> <p>NOTE: For the purposes of surveillance group homes are tracked separately.</p>
Swimming Pool/Spray Park	<p>A public or semi-public recreational water facility not located at a private dwelling.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Municipal swimming pools, • Hotel pools and hot tubs, • Wading pools, • Water spray parks and splash pads.
Transportation/Conveyance	<p>A public or commercial means of transporting individuals, excluding private carpooling.</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Municipal buses and LRT, • Trains and planes, • Ferries and cruise ships, • Rideshare vehicles (e.g., Uber, Lyft), • Taxis and tour buses.
Other	<p>Any location, setting, or event not captured under the predefined categories where an outbreak has occurred.</p> <p>NOTE: Use this field only when none of the other listed settings apply. Provide a brief description of the setting in the comments</p>
Municipality	The city(s), town(s), village(s) or summer village(s) in Alberta where the outbreak cases are occurring.
Location (Facility Name)	<p>The name of the facility where the outbreak is occurring or is suspected to be associated.</p> <p>Unit: The specific unit within the facility where the outbreak is occurring, if applicable.</p> <p>Floor: The floor of the facility where the outbreak is occurring, if applicable.</p>
Postal Code	The postal code of the Location (Facility) outbreak.
Is this outbreak part of a larger national or international outbreak?	<p>Indicated whether the outbreak is linked to a broader national or international outbreak investigation. If 'Yes', PHAC Event # is required AND describe the known link(s) and include any relevant external locations if available (e.g., travel-related illness, national food recall).</p> <p>Examples:</p> <ul style="list-style-type: none"> • Alberta-based source resulting in broader outbreak (e.g., XL Foods <i>E. coli</i> outbreak), • Broader outbreak leading to Alberta cases or investigations (e.g., National Hepatitis A Look-back, Maple Leaf Listeria recall in 2008).

Initial # of People ill	<p>The number of clients/residents/staff experiencing symptoms at the time the outbreak is first reported.</p> <p>Breakdown is as follows:</p> <p>(a) Initial number of clients/residents (including ill visitors who are outbreak cases).</p> <p>(b) Initial number of staff.</p> <p>(c) Sum total of (a) plus (b).</p> <p>NOTE: These are the counts known at the initial notification stage.</p>
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Section 2 – Laboratory Confirmed Organism Identification

Primary Organism Identified	<p>Enteric/Non-Enteric/Respiratory: The main causative organism identified through laboratory testing of an appropriate clinical specimen.</p> <p>If >1 Organisms: List any additional organisms confirmed through laboratory testing from appropriate clinical specimens. Other organisms must also meet outbreak definition.</p>
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Section 3 – Final Report

Species (Primary, Secondary)	<p>Record the species of the identified organism, along with any strain-level differentiation where available.</p> <p>This includes all applicable forms of subtyping, such as:</p> <ul style="list-style-type: none">• Serotype / Serogroup,• Sequence Type (ST),• Subtype,• Phage Type,• PFGE pattern (Pulsed-Field Gel Electrophoresis),• MLVA / MLST / WGS-based types (if available). <p>NOTE: Include both the primary species and any secondary species or strain information as reported by the laboratory.</p>																
Onset Date of Last Case	The date on which symptoms began in the most recent case linked to the outbreak.																
Date Investigation Closed	The date the outbreak was declared over.																
Other AHS Zones/FNIHB where cases have been identified	<p>Indicate any additional Zones/ISC locations where outbreak-associated cases have been identified, excluding the Zone/ISC location reporting this outbreak (i.e., AORF).</p> <table><tr><th colspan="4">Other AHS zones/FNIHB locations where cases have been identified:</th></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> <p>Example (see figure above): An outbreak reported from Edmonton Zone also has linked cases in South Zone and later in a FNIHB community located in Calgary Zone.</p> <ul style="list-style-type: none">• In this case, select “FNIHB community in Calgary Zone” and “South Zone” — “not Calgary Zone”.	Other AHS zones/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	
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<input type="checkbox"/> Edmonton Zone		<input type="checkbox"/> FNIHB community in Edmonton Zone															
Is this outbreak part of a larger national or international outbreak?	Confirm whether this outbreak was determined to be part of a broader national or international 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?	<p>Environmental source refers to a non-human reservoir or vehicle of transmission such as contaminated food, water, surfaces, or animal contact.</p> <p>Select:</p> <ul style="list-style-type: none">• Yes – if the suspected or confirmed source is environmental (e.g., food, water, animals).• No – if the source is likely person-to-person transmission.• Unknown – if the source is undetermined.																
If Yes, what is the environmental source?	Complete this section only if the outbreak source is considered environmental. Select the environmental source type as appropriate.																
Animal	Any non-human, non-plant living organism including insects, birds, fish, domestic pets, livestock or wild animals.																

Drinking Water	Potable water intended for human consumption. This includes municipal systems and private supplies such as wells, cisterns, and small distribution systems.
Food (Human)	Any substance, including ice, intended wholly or partly for human consumption. NOTE: Excludes drugs, medications, regulated health products, and drinking water.
Food (Pet)	Any substance intended for animal consumption, including commercial or raw products (e.g., feeder mice, pig ear treats).
Recreational Water	Natural water sources used for recreation that are not treated or regulated (e.g., rivers, lakes, beaches, streams).
Swimming Pool	Water from regulated aquatic facilities such as pools, wading pools, water spray parks or whirlpools that operate under a permit issued under Section 7 of the Public Swimming Pools Regulation.
Other specify	Any other environmental source of infection not already covered in the check boxes. Provide a brief description.
Environmental source resolution	<p>Check the appropriate box to indicate the current status of the environmental source:</p> <p>Confirmed – The environmental source has laboratory confirmation as the cause of the outbreak.</p> <p>Probable – The environmental source is suspected but not confirmed. This includes situations where:</p> <ul style="list-style-type: none"> No environmental specimens were collected, OR All specimens test negative, but the epidemiological evidence suggests a likely environmental cause.
Final # of ill/Cases	<p>Report the total number of suspect*, probable**, confirmed* and total cases for the outbreak:</p> <p>(a) in clients/residents.</p> <p>(b) in staff.</p> <p>(c) total of clients/residents and staff (a+b).</p> <p>For (a), (b) and (c) also provide # Hospitalized and # Deceased whenever available and if applicable (see next section).</p> <p><i>* Cases that meet the suspect case definition included in the pathogen-specific Alberta Public Health Disease Management Guidelines (PHDMGs) OR if a suspect case definition has been developed for a particular outbreak.</i></p> <p><i>** Cases that meet the probable case definition included in a pathogen-specific PHDMG, OR if a probable case definition has been developed for a particular outbreak.</i></p> <ul style="list-style-type: none"> For a pathogen-specific outbreak, individuals that meet clinical illness criteria but are not lab confirmed, are considered probable cases. For Norovirus (suspect and confirmed) outbreaks, probable cases are those with clinical symptoms compatible with a confirmed case and who are included as part of the outbreak. For Influenza Like Illness (ILI)/Respiratory Illness (RI) outbreaks, individuals that meet clinical illness criteria but are not lab confirmed, are considered probable cases. <p>NOTE: The following should not be included in case counts that are reported to Alberta Health:</p> <ul style="list-style-type: none"> Individuals that meet ILI/RI definition but tested negative. Individuals in a pathogen-specific outbreak who test negative (if they test positive for another pathogen, then assess for a secondary pathogen that meets outbreak definition). Individuals who are symptomatic but who do not meet the ILI/RI definition and are not tested.
# of Hospitalized and Deceased Cases	<p>In a pathogen-specific outbreak, include the number of hospitalized and death cases where the outbreak pathogen:</p> <ul style="list-style-type: none"> is the direct cause of the hospitalization/death OR

	contributed to the hospitalization/death.
Total Population at Risk	<p>Provide the total population considered at risk of exposure during the outbreak:</p> <p>(a) Total number of clients/residents at risk.</p> <p>(b) Total number of staff at risk (for outbreaks occurring in a public site/facility).</p> <p>(c) Sum total of (a) plus (b).</p> <p>NOTE: This number may differ from the <i>Initial Population at Risk</i>.</p>
Immunization Type (where applicable)	<p>Complete this section only for vaccine-preventable disease outbreaks that occur in care facilities, if immunization information is available. Select the immunization type that applies to the disease outbreak (e.g., hepatitis A vaccine for a hepatitis A outbreak).</p> <p>NOTE: Enter immunization information for the primary organism first.</p>
Adequately Immunized* PRIOR TO Onset	<p>Record the following information:</p> <p>(a) # of clients/residents adequately immunized* with applicable vaccine PRIOR to the onset date of the outbreak.</p> <p>(b) # of staff adequately immunized* with applicable vaccine PRIOR to the onset date of the outbreak.</p> <p>(c) Sum total of (a) plus (b).</p> <p>* Definition of "Adequately Immunized": for the purposes of the AORF, means the individual has received the appropriate dose of a vaccine and sufficient time has passed to develop a protective response (e.g., 2 weeks for influenza or hepatitis A).</p>
Outbreak Summary / AORF Comments	<p>Summarize any unusual outbreaks (e.g., higher-than-expected mortality/morbidity, increased 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 PPHS, 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 beyond routine outbreak management protocols (e.g., large immunization campaigns, post-exposure prophylaxis programs, accelerated immunization schedules such as offering pertussis vaccine earlier, boil water advisories, education campaigns, product recalls). <p>LESSONS LEARNED: The level of detail should match how unusual, unique, or significant the outbreak is from a public health perspective. PPHS may request additional information if needed.</p> <p>NOTE: Depending on complexity of the outbreak, use the AORF comments field (CDOM Progress tab) or the EFC if file is large, and re-submit AORF. ISC – email file to CD.data@gov.ab.ca.</p>
Date Final Report Submitted to Alberta Health	<p>Enter the date the final report is submitted to PPHS (For CDOM users: the date the report was submitted via CDOM, for ISC: enter the date the report was faxed/emailed).</p>

Appendix 1: Revision History

Revision Date	Document Section	Description of Revision
August 2025	General	<ul style="list-style-type: none"> Updated language throughout for better clarity.
	Outbreak Settings	<ul style="list-style-type: none"> New fields added to align with legislated changes in terminology (e.g., Long Term Care changed to Continuing Care Home type A, B, and C; Supportive Living/Home Living Site changed to Supportive Living Accommodations). New field - Colony
February 2024	Section 2 – Laboratory Confirmed Organism Identification	<ul style="list-style-type: none"> Provided additional clarity on what information is required in this section.
	Section 3 – Final Report - Final # of cases	<ul style="list-style-type: none"> Further clarified use of suspect and probable case definitions.
	Section 3 – # of Hospitalized and Deceased Cases	<ul style="list-style-type: none"> New section added to clarify reporting requirements.
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.
	Section 3 – Immunization	<ul style="list-style-type: none"> Note added to enter the immunization information for the primary organism first.
	Section 3 – Summary	<ul style="list-style-type: none"> Clarified request for summary of outbreak measures.
March 2022	General	<ul style="list-style-type: none"> New Template
	Section 1 – 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	Section 1 – Community Healthcare/Social Support setting	<ul style="list-style-type: none"> • Examples added