# Appendix 4: Health Setting Communicable Disease Outbreak – Update Report to ROC

**Updates are needed when additional cases are identified or following an outbreak meeting**

|  |  |
| --- | --- |
| Name of Provider:    |   |
| Ward/Area:    |   |
| Speciality   |   |
| Date:   |   |
| Date of next outbreak meeting (if applicable) |  |
| Reported prepared by name and job title:     |   |
| Contact Details (should we need to get in contact Email and phone number):  | Mobile  |   |
| Email  |   |
| Date of Outbreak Commenced/Closure of area   |   |
| Date of last positive Covid-19 test  (staff or patient)  |   |
| Planned Date for Opening Ward/Area  |   |
| Planned Date for Formally Closing Outbreak (28/7 after last positive test)  |   |
| Has this outbreak resulted in the suspension of an essential service within your organisation, or closure of patient admissions to a service? (Yes/No) |  |

**Update**

|  |
| --- |
| 1. **Number of Patients Testing Positive for this outbreak (as at 1200 today)**
 |
| Total number of patients or customers who have tested positive during this outbreak        |   |
| 1. **Number of Patients in Isolation (as at 1200 today)**
 |
| Total number of patients who are in self isolation (excluding the ones above from Question 1)?   |   |
| 1. **Number of Staff Testing Positive for this outbreak (as at 1200 today)**
 |
| Total number of staff who have tested positive during this outbreak?             |   |
| 1. **Number of Staff in Isolation (as at 1200 today)**
 |
| Total number of staff members who are in isolation due to this outbreak (excluding the above from Question 4)?  |   |
| 1. **Are you on trajectory on your outbreak control plan?**
 |
| What actions have you taken    |   |
| What actions do you plan to take (Next steps) |    |
| 1. **Have you closed or partially closed/reduced services as a result of this outbreak?**
 |
| If Yes - Please give details of the services that have been disrupted and the impact on delivery/business continuity  |
|     |
| Please RAG rate the box on the right as to the post mitigating actions status of the outbreak:Red = Critical service (as per BCP) not available (due to outbreak) Amber = Services running but with disruption or significant additional strain on organisation Green = Services running with no operational impact (due to the outbreak) |  |

Please provide the following information and return to the Regional ROC england.sw-incident1@nhs.net **by no later than 14:00, when updated are required.**