

Hawai'i State Department of Health

Disease Outbreak Control Division



School Reporting of COVID-19, Influenza, and Gastrointestinal Illness: Quick Reference

Communicable Disease	Symptoms	Incubation Period	Reporting Process for Schools
COVID-19 (SARS-CoV-2 Virus)	No symptoms or a wide variety of symptoms of variable severity including: <ul style="list-style-type: none"> • Cough, sore throat, and other respiratory symptoms with or without fever 	Usually 2–14 days after exposure	DOE School Staff: <ol style="list-style-type: none"> 1. Input all positive cases into the DOE Case Reporting Tool (CRT) 2. Contact DOH for support with outbreaks when positive cases and related probable cases combined are greater than 10% for entire school OR greater than 20% for one grade or classroom.
			Public Charter & Independent School and DHS Facilities Staff: <ol style="list-style-type: none"> 1. Required to report COVID-19 illness to the DOH when positive cases and probable cases combined are greater than 10% for entire school OR greater than 20% for one grade or classroom. 2. Use the Outbreak Reporting Tool (ORT) account for school: ORT Account Information 3. For assistance with an outbreak of cases, call the Disease Reporting Line at 808-586-4586 (option 3) or email doh.docd.dib@doh.hawaii.gov for additional guidance.
Influenza-like Illness (ILI) / Influenza (FLU)	Symptoms can include: <ul style="list-style-type: none"> • Cough and/or sore throat with an accompanying fever or history of fever 	Usually 1–4 days after exposure	DOE Schools <ol style="list-style-type: none"> 1. Required to report outbreaks of Influenza Like Illness (ILI) criteria (fever with cough and/or sore throat) to the DOH when positive influenza cases and related probable cases combined are greater than 10% for entire school OR greater than 20% for one grade or classroom. 2. To report ILI school outbreaks to HDOH, please email the School ILI Outbreak Form and the School ILI Line list to doh.docd.dib@doh.hawaii.gov
			Public Charter School, Independent School, and DHS Facilities Staff: <ol style="list-style-type: none"> 1. Required to report ILI to the DOH when positive cases and related probable cases combined are greater than 10% for entire school OR greater than 20% for one grade or classroom. 2. Use the Outbreak Reporting Tool (ORT) account for school: ORT Account Information 3. For assistance with an outbreak of cases, call the Disease Reporting Line at 808-586-4586 (option 3) or email doh.c19schools@doh.hawaii.gov for additional guidance.

Communicable Disease	Symptoms	Incubation Period	Reporting Process for Schools
Gastrointestinal (GI) illness or suspected norovirus outbreaks	Symptoms can include: <ul style="list-style-type: none"> • Vomiting • diarrhea • abdominal pain/cramps 	Norovirus: 12-48 hrs. Other GI Illness: variable (link)	<p>DOE Schools</p> <ol style="list-style-type: none"> Required to report outbreaks of gastrointestinal (GI) or suspected norovirus criteria (vomiting and/or diarrhea) to the DOH when: <ul style="list-style-type: none"> • Two or more cases of GI illness within 24 hours among student/staff who share an exposure or are close contacts AND do not live in the same household <u>OR</u> • Student absenteeism doubles due to GI illness, exceeding the normal rate for the time period based on school records To report GI or suspected norovirus outbreaks to DOH, please email the School GI Outbreak Form and the School GI Line List to doh.docd.dib@doh.hawaii.gov <p>Public Charter School, Independent School, and DHS Facilities Staff:</p> <ol style="list-style-type: none"> Required to report outbreaks of gastrointestinal (GI) or suspected norovirus criteria (vomiting and/or diarrhea) to the DOH when: <ul style="list-style-type: none"> • Two or more cases of GI illness within 24 hours among student/staff who share an exposure or are close contacts AND do not live in the same household <u>OR</u> • Student absenteeism doubles due to GI illness, exceeding the normal rate for the time period based on school records To report GI or suspected norovirus outbreaks to DOH, please use the Outbreak Reporting Tool (ORT): ORT Account Information <p>For assistance with an outbreak of cases, call the Disease Reporting Line at 808-586-4586 (option 3) or email doh.docd.dib@doh.hawaii.gov for additional guidance</p>

Island	Hours	Contact	Telephone Number
O'ahu	M-F 7:45 am - 4:30 pm	Disease Reporting Line	(808) 586-4586, Option 3 for Schools
Maui Moloka'i Lāna'i	M-F 7:45 am - 4:30 pm	Maui District Health Office	(808) 984-8213
Kaua'i	M-F 7:45 am - 4:30 pm	Kaua'i District Health Office	808-241-3563
Hawai'i (Hilo) Hawai'i (Kona)	M-F 7:45 am - 4:30 pm	Big Island District Health Office	East 808.933.0912 West 808.322.4877