<b>Center:</b>	

## Instructions:

**Diarrhea (D) or Vomiting (V):** When a child or staff has an incident: record date, name and a mark under the day and symptom. Add a tick mark for each episode. **Fever (F):** If a child or staff has a fever, record the temperature in the box.

**Out:** Mark the "out" box if a child or staff is out due to illness OR if you exclude the child or staff due to illness. If a child or staff was sick over the weekend, check the "out" box and record symptoms in the "**Notes**" section.

"Notes" section: Record other illness symptoms or diagnosis under "notes."

\*If 3 or more children/staff have diarrhea and/or vomiting in a 7 day span or have a reportable communicable disease or 1 child/staff has bloody diarrhea report <u>immediately</u> to the director.

Date	Child/Staff Name	Weekend	Monday				Tuesday				Wednesday				Thursday				Friday			
			D	V	F	OUT	D	V	F	OUT	D	V	F	OUT	D	V	F	OUT	D	V	F	OUT
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L.M.C. 8.14.100 Communicable Diseases Reporting and Illness Exclusion. The operator shall report within 24 hours to the Health Director when three or more children and/or staff in a classroom or group are ill with a reportable communicable disease, diarrhea, or vomiting; or one child or staff has bloody diarrhea.

Center Name:

