



OPERATIONAL DIRECTIVE

Practice Directive:

Reporting of a Communicable Disease to Manitoba Health by Infection Prevention & Control in WRHA facilities (acute care and long-term care)

Approval Date:

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PURPOSE AND INTENT

- To report communicable diseases appropriately and in compliance with the Reporting of Diseases and Conditions Regulation of the *Public Health Act* (P210-37/2009) for Infection Prevention & Control reporting of Communicable Diseases in WRHA facilities.

1.0 DEFINITIONS

Communicable Disease^{5.3}

An illness that is caused by the transmission of an infectious agent or its toxic products directly or indirectly from an infected person, animal or plant, an inanimate object or the environment.

1.2 Health Professional Reportable Disease^{5.5}

A communicable disease is reportable to Manitoba Health by a physician, registered nurse, or a member of a class of persons designated as health professionals in the regulations.

Note: Communicable diseases reportable to Manitoba Health by a qualified health professional, as listed on the Manitoba Health website noted in 3.1.1 Diseases noted in the Reporting and Conditions Regulation Schedule B with an asterisk (*) are reportable by health professionals^{5.4}.

1.3 Outbreak^{5.2}

The occurrence of cases of an illness in a site/unit with a frequency in excess of normal expectancy. It can also be an unusual occurrence of disease. The number of cases within a certain period of time that relate to an Outbreak will vary according to the infectious agent, size and type of population exposed, previous experience or lack of exposure to the disease, and time and place of occurrence. Therefore, the status of an Outbreak is relative to the usual frequency of the disease in the same site/unit among the same population, at the same season of the year.

2.0 DIRECTIVES

2.1 The health professional, a qualified physician, registered nurse, Infection Control Professional (IPC) and/or the laboratory are responsible for reporting a Communicable Disease. In most cases, a health professional can contact an ICP to report these cases as required.

Some organisms/communicable diseases are reportable by both the laboratory and a health professional. Some only require reporting from the laboratory. Refer to the Reporting of Diseases and Conditions regulation for this list:

2.1.1 [Reporting of Diseases and Conditions Regulation, M.R. 37/2009 \(gov.mb.ca\)](http://gov.mb.ca). Those on the list without an asterisk (*) are only reportable by lab. Those with an asterisk (*) are reportable by health professionals and the lab. Those diseases marked with an asterisk (*) and a cross (+) are reportable by lab and health professionals through both fax and same day telephone communication.

2.1.2 In hospitals and long – term care facilities, ICPs/designates do not report outpatient sexually transmitted infections, as this is the responsibility of the attending

physician/designate. Inpatient sexually transmitted infections are reported by the ICP/designate unless the site has arranged an alternative process.

- 2.2 Communicable Diseases, as listed by the Province of Manitoba Public Health Department shall be reported to the Director, Manitoba Communicable Disease Control fax: (204) 948-3044. Diseases specified in Appendix A also require telephone communication.

3.0 PROCEDURE

- 3.1 The health professional shall refer to the Reporting of Diseases and Conditions Regulation for a list of diseases that require reporting by a health professional: [Reporting of Diseases and Conditions Regulation, M.R. 37/2009 \(gov.mb.ca\)](#).

The list in the regulation is used to determine if a disease is a reportable by lab or by health professional.

- 3.2 All health professional reportable diseases (listed with an asterisk (*) and a cross (+) in the Reporting of Diseases and Conditions Regulations) outlined in Section 1 of Appendix 1 shall be reported by faxed report ([Clinical Notification of Reportable Diseases and Conditions form](#)) to the Director, Manitoba Health Communicable Disease Control within the same day of being aware of a case of this disease.

Fax: (204) 948-3044

AND telephone:

Daytime phone: (204) 788-6736 (surveillance unit)

After hours phone: (204) 788-8666 (Manitoba Health Medical Officer of Health)

- 3.2.1 These cases listed in Appendix 1, Section 1 also require an email outlining the case details to the WRHA IP&C corporate office for acute care cases sent to:

- WRHA IP&C Program Director
- WRHA IP&C Epidemiologist
- WRHA IP&C Program Specialist

For long term care cases, the following people should be notified by email:

- LTC regional ICP for their facility

This individual will in turn alert:

- WRHA IP&C Program Director
- WRHA IP&C Epidemiologist
- LTC regional Clinical Team Leader

- 3.3 All health professional reportable diseases (listed with an asterisk (*) in the Reporting of Diseases and Conditions Regulation) outlined in Section 2 of Appendix 1 shall be reported by faxed report ([Clinical Notification of Reportable Diseases and Conditions form](#)) to the Director, Manitoba Health Communicable Disease Control within five business days of being aware of a case of this disease. Fax: (204) 948-3044

- 3.4 As per the regulation, a Communicable Disease not specifically named in the regulation is reported if:

- The disease is occurring in an outbreak (using the routine outbreak reporting methods (e.g., CNPHI or other communicable disease report form for AROs or

scabies)

- The disease is common but presents with unusual manifestations.

3.5 Reporting of deaths of influenza and COVID-19:

- Hospitals: influenza and COVID-10 deaths do not need to be reported, as Manitoba Health Communicable Disease Control finds this information via the ADT system
- Hybrid sites and LTC: report all deaths of influenza and COVID-19 to Manitoba Health Communicable Disease Control using the faxed report ([Clinical Notification of Reportable Diseases and Conditions form](#)) with the case, disease details and the outbreak number included on the form. All laboratory-confirmed cases who have died within 10 days before or 30 days after the specimen collection date. Note the reason for deaths does not have to be attributable to influenza/COVID-19. A positive laboratory test is sufficient for reporting

3.6 Reporting of deaths in an outbreak:

- Hospitals: with exception of COVID-19 and influenza, report all deaths in any patients identified as a lab-confirmed outbreak case (Note: for COVID-19 and influenza information, information is available to Manitoba Health Communicable Disease Control via the ADT system)
- Hybrid sites and LTC: report all deaths in any residents identified as a lab confirmed outbreak case

These reports should use the faxed report ([Clinical Notification of Reportable Diseases and Conditions form](#)) with the case, disease details and the outbreak number included on the form.

3.7 In the case of an outbreak, the ICP or designate shall refer to the [Infection Prevention and Control and Outbreak Management in the WRHA Operational Directive](#) for instructions.

4.0 REFERENCES:

- 4.1 Communicable Disease Management Protocol Manual (February 2015) Manitoba Health Public Health Communicable Disease Control Unit. Available at: <http://www.gov.mb.ca/health/publichealth/cdc/protocol/index.html>.
- 4.2 Epidemiological Investigation of Outbreaks <http://www.gov.mb.ca/health/publichealth/cdc/protocol/investigation.pdf>
- 4.3 Manitoba Public Health Act. The Legislative Assembly of Manitoba. C.C.S.M.c. P210(2013 December). Available at: <https://web2.gov.mb.ca/laws/statutes/ccsm/p210.php?lang=en>.
- 4.4 Reporting of Diseases and Conditions Regulation (M.R. 37/2009) of the Manitoba Public Health Act (P210-37/2009). (2014 December) Available at: https://web2.gov.mb.ca/laws/reg/current/_pdf-regs.php?reg=37/2009

5.0 PRIMARY AUTHOR(S)

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Appendix 1 – List of Reportable Diseases (as per the Clinical Notification of Reportable Diseases and Conditions form)

Section 1: Same day reporting to a live person by telephone is required for the following *suspect clinical or lab confirmed* cases:

- Botulism
- Cholera
- Diphtheria
- Measles (Rubeola)
- Meningococcal invasive disease
- Mumps
- Pertussis
- Plague
- Poliomyelitis
- Rabies (human)
- Rubella
- SARI (Severe Acute Respiratory Infection)
- Smallpox
- Viral Hemorrhagic Fever

During business hours (M-F 8:30 – 4:30) call: 204-788-6736 (Surveillance unit) After hours call: 204-788-8666 (MOH)

Clinical Notification of Reportable Diseases and Conditions form must also be completed and faxed in to the confidential fax at: 204-948-3044.

Section 2: Reporting within 5 business days of the following *clinical or lab confirmed* cases:

- AIDS
 - Confirm the HIV/AIDS report will be completed by the appropriate attending physician
- Congenital Rubella Infection/Syndrome
- Creutzfeldt-Jakob Disease
- Leprosy
- Lyme Disease
 - Confirm the appropriate clinical report form will be completed by the appropriate attending physician
- Tetanus
- Tuberculosis
 - Confirm the appropriate clinical report form will be completed by the appropriate attending physician
- Yellow Fever

Clinical Notification of Reportable Diseases and Conditions form must be completed and faxed in to the confidential fax at: 204-948-3044.