

Appendix 2

Suspected Infectious Disease Outbreak in School / Kindergarten / KG-cum-CCC / Child Care Centre NOTIFICATION FORM

To: Central Notification Office (CENO), Centre for Health Protection (Fax: 2477 2770)

Type of organization: (Please tick one)	<input type="checkbox"/> School*	<input type="checkbox"/> Kindergarten*	
	<input type="checkbox"/> Kindergarten-cum-child care centre†	<input type="checkbox"/> Child care centre‡	
Name of organization:	_____ (Code no.: _____)		
Address:	_____ _____		
Contact person:	_____ (Post : _____)	Fax:	_____
Tel (office hours):	_____	Tel (outside office hours):	_____
Total no. of students/children:	_____	Total no. of staff:	_____
No. of sick students/children:	_____	(No. admitted into hospital:	_____)
No. of sick staff:	_____	(No. admitted into hospital:	_____)
Common symptoms: (May tick multiple)	<input type="checkbox"/> Fever	<input type="checkbox"/> Sore throat	
	<input type="checkbox"/> Cough	<input type="checkbox"/> Runny nose	
	<input type="checkbox"/> Diarrhoea	<input type="checkbox"/> Vomiting	
	<input type="checkbox"/> Skin rash	<input type="checkbox"/> Blisters on hand/foot	<input type="checkbox"/> Oral ulcers
	<input type="checkbox"/> Others (Please specify: _____)		
Suspected disease:	_____		
Reported by:	_____	Contact tel.:	_____
Signature:	_____	Date of fax:	_____ (dd/mm/yyyy)

* School / KG – fax copy to School Development Section of Education Bureau in their respective districts

† KG-cum-CCC – fax copy to Joint Office for Kindergartens and Child Care Centres of Education Bureau (Fax: 3107 2180)

‡ CCC – fax copy to Child Care Centres Advisory Inspectorate of Social Welfare Department (Fax: 2591 9113)

For enquiries, please call 2477 2772