The goal of this checklist is to provide you the steps to reduce the spread of disease at your daycare/preschool/school, keep the community healthy and enhance student education in a safe environment.

When to Use Checklist: When at least 2 students at your facility has possible pertussis. Work with the Los Angeles County Department of Public Health (Public Health) and your daycare/preschool/school district’s nurse or designee to take the following actions.

☐ Step 1. Complete steps 1-6 in Checklist 1

☐ Step 2. Report to Public Health any additional pertussis case(s)
   ☐ 2a. Report within 1 business day to Public Health any new suspected pertussis cases from parents, staff and/or medical providers.

☐ Step 3. Heighten surveillance system
   ☐ 3a. At a minimum, provide Public Health with weekly updates on the pertussis tracking line list, any new suspect cases/contacts, etc.
   ☐ 3b. Educate all teachers/staff on pertussis-like symptoms.
   ☐ 3c. Inform teachers/staff to immediately send all students with cough or pertussis-like symptoms to the health office for evaluation and remain there until the parent can pick up their child.
   ☐ 3d. Refer all symptomatic individuals to their regular provider for evaluation.

   ★ Note: Regardless of vaccination status, students should be monitored for symptoms. Symptomatic students should not return to their class or resume their normal school schedule until cleared by Public Health.

☐ Step 4. Manage Multiple Cases Tracking List of pertussis cases who attend the daycare/preschool/school

   ☐ 4a. Obtain information provided in the Multiple Cases Tracking List.
   ☐ 4b. Share new information with Public Health during investigation.
   ☐ 4c. Consult with Public Health for any guidance, as needed.

☐ Step 5. Identify linkages in daycare/preschool/school
   ☐ 5a. Identify any known linkages between cases through shared classrooms, school activities, and outside school activities (i.e. extracurricular activities, clubs, sports, carpools, etc.)

For any questions, please call VPDC at:
Monday to Friday, 8:00AM to 5:00PM: (213) 351-7800
After Business Hours or on Weekends: (213) 974-1234

Checklist 2:
Managing Multiple Pertussis Cases at Your Daycare/Preschool/School

Information for Daycare/Preschool/School Health Personnel

For any questions, please call VPDC at:
Monday to Friday, 8:00AM to 5:00PM: (213) 351-7800
After Business Hours or on Weekends: (213) 974-1234

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☐ Step 6. Communicate with daycare/preschool/school community by sending appropriate template letters

Do not send letters until advised by Public Health

☐ Step 7. Monitor students/staff for 21 days after the last day the most recent case was at school while infectious.

☐ 7a. Identify last day of incubation period for daycare/preschool/school.

☐ Step 8. For Daycare/Preschools Only: Notify unvaccinated or under-vaccinated asymptomatic children to stay home until cleared by Public Health

☐ 6a. Do not allow unvaccinated or under-vaccinated asymptomatic children to attend daycare/preschool for the first 5 days of antibiotics or longer if no antibiotics taken (approx. 21 days).

☐ Step 7. Close investigation once declared closed by Public Health

☐ 7a. Do not allow students with suspected pertussis to return to daycare/preschool/school or other extracurricular activities until either of the following:

1. 5 days of appropriate antibiotics have been completed, even if provider cleared them to return earlier

2. 21 days after cough onset have passed if not antibiotics completed.


Note: Upon the confirmation of at least 2 cases of pertussis in a school, Public Health will provide a letter to school administrators/superintendents detailing the roles and responsibilities required to control the spread of pertussis in the school.