

M E M O R A N D U M

TO: DXATC Faculty & Staff

FROM: Ed Rogers, Director of Student Services

DATE: October 28, 2009

SUBJECT: H1N1 Influenza Guidance

The *Center for Disease Control* has provided guidance for responses to influenza for institutions of higher education during the 2009-2010 academic year. The full document may be found on-line at <http://www.cdc.gov/h1n1flu/institutions/guidance/>

With reference to the DXATC's situation, the document states:

Non-residential students, faculty, and staff with flu-like illness should be asked to self-isolate at home or at a friend's or family member's home until at least 24 hours after they are free of fever, or signs of a fever, without the use of fever-reducing medicines.

Additional guidance indicates:

Do not require a doctor's note for students, faculty, or staff to validate their illness or to return to work, as doctor's offices and medical facilities may be extremely busy and may not be able to provide such documentation in a timely way.

Accordingly, the following temporary procedures will be followed for the coming school year:

- 1) Students who are ill will be held harmless for attendance if they do not attend DXATC classes.
- 2) If a student attends class, but the instructor judges that the student appears to be ill (or the student discloses that they are ill), the instructor may require the student to leave.

- 3) It is the instructor's responsibility to complete the "Flu-like Illness Record" form for students who are to be held harmless and submit it to the Director of Student Services for data entry. This will permit the college to track potential outbreaks and take appropriate action.

Please print and attach a copy of the student's progress report when submitting the "Flu-like Illness Record" so we have a record of the student's performance at the time of the report.

Please note: Only one form will be required for a student regardless of how many classes they are in. However, teachers are asked to not assume that another instructor has turned in a form for the student.

- 4) Students who do not attend should be advised of the CDC guideline which states: *CDC recommends that people with influenza-like illness remain at home until at least 24 hours after they are free of fever (100° F [37.8°C]), or signs of a fever without the use of fever-reducing medications.*
- 5) When the student returns to class, please notify Student Services so that the record correction can be completed. *Note: No change will be made to the record until the student returns.*
- 6) Please print a copy of the "DXATC Student Information on the H1N1 Virus" letter and hand one out to each student in your classes.

For general information about the H1N1 virus and the government's recommendations, please refer to <http://www.flu.gov>.

If you have any questions, please feel free to contact me at your convenience.

Flu-like Illness Record

The *Center for Disease Control* guidance on H1N1 states:

Non-residential students, faculty, and staff with flu-like illness should be asked to self-isolate at home or at a friend's or family member's home until at least 24 hours after they are free of fever, or signs of a fever, without the use of fever-reducing medicines.

The symptoms of flu-like illness include:

The symptoms of H1N1 (swine) flu in people are similar to the symptoms of regular human flu and include fever, cough, sore throat, body aches, headache, chills and fatigue. Some people have reported diarrhea and vomiting associated with H1N1 (swine) flu. In the past, severe illness (pneumonia and respiratory failure) and deaths have been reported with H1N1 (swine) flu infection in people. Like seasonal flu, H1N1 (swine) flu may cause a worsening of underlying chronic medical conditions. (Source: <http://www.flu.gov>)

In the event that a student exhibits or reports of “flu-like illness”, please encourage the student to stay home until at least 24 hours after they are free of fever.

Date of Report:	
Student Name;	Student ID:
Classroom/Program:	
Beginning Date for Attendance Correction:	
Ending Date for Attendance Correction (Leave blank if unknown/future):	
Instructor Signature	
Progress Report Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Office use only

Received in Student Services (Date):	
Entered by:	Date:

DXATC Student Information on the H1N1 Virus

The Dixie Applied Technology College is committed to supporting the efforts of the *Centers for Disease Control* to combat the spread of the H1N1 virus.

If you experience flu-like symptoms, please stay away from the college. We will amend your record so that your attendance and progress will not be negatively impacted by your absence.

According to the CDC website at <http://www.flu.gov>, flu-like symptoms include:

The symptoms of H1N1 (swine) flu in people are similar to the symptoms of regular human flu and include fever, cough, sore throat, body aches, headache, chills and fatigue. Some people have reported diarrhea and vomiting associated with H1N1 (swine) flu. In the past, severe illness (pneumonia and respiratory failure) and deaths have been reported with H1N1 (swine) flu infection in people. Like seasonal flu, H1N1 (swine) flu may cause a worsening of underlying chronic medical conditions.

If possible, please contact your instructor via telephone or call Student Services at 435-652-7730 to indicate that you are ill and will be staying away from school. Your instructor will inform Student Services so that arrangements can be made to ensure your attendance and progress will not be impacted.

The CDC recommends:

Non-residential students, faculty, and staff with flu-like illness should be asked to self-isolate at home or at a friend's or family member's home until at least 24 hours after they are free of fever, or signs of a fever, without the use of fever-reducing medicines.

Please follow this guidance and stay away from the college for at least 24 hours after you are free of fever, or signs of a fever, without the use of fever-reducing medicines.

For more information on the H1N1 virus including ways to protect yourself from illness, please check out the official CDC information website at: <http://www.flu.gov>.