

## [Cluster/Outbreak name]: Outbreak Report (or Epi Summary, with fewer sections)

[Date of report] (Data as of [date & time])

**Agent:** COVID-19  
**Outbreak Status:** Active/Closed  
**Date investigation opened:**  
**Date investigation closed:**

### Outbreak Summary & Key Messages

For example:

- Total number of cases, number of new cases since last update
- Summary of current status of cases e.g., # active (# in isolation on site, # in isolation off site), # recovered, anticipated end of isolation for cases and contacts
- Last date a case was communicable while on site/most recent symptom onset date
- Testing
- Action items

### Setting Description / Site Overview

[Give context of outbreak setting e.g., name, setting type, where the site is located, who the main site operator and/or primary contractor are, % of out-of-province workers, number of active workers on site, stakeholders/partners involved, etc.]

### Epidemiological Summary

See Appendix A for definitions.

**Table 1.** Primary cases linked to [cluster/outbreak name] (n= ) by case classification, symptom severity, and current status

	Number	Percent of total
<b>Case classification</b>		
Lab-confirmed		
Epi-linked		
<b>Clinical presentation</b>		
Symptomatic		
Asymptomatic		
<b>Severity</b>		
Hospitalized		

Ever		
Current		
Death		
<b>Current status</b>		
Isolating on site		
Isolating off site		
Recovered/Released from isolation		

**Table 2.** Demographics of primary cases linked to [cluster/outbreak name] (n= )

<b>Demographics</b>	
Median age (range), years	years (range: )
Sex:	
N (%) Male	( %)
N (%) Female	( %)

**Table 2.** Demographics of primary cases linked to [cluster/outbreak name] (n= )

	Number	Percent of total
<b>Age group</b>		
20-29		%
30-39		%
40-49		%
50-59		%
60-69		%
<b>Sex</b>		
Female		%
Male		%

**Table 3.** Jurisdiction of residence of primary cases linked to [cluster/outbreak name] (n= )

	Number	Percent of total
<b>BC</b>		%
Fraser Health		%
Interior Health		%
Northern Health		%
Vancouver Coastal Health		%
Vancouver Island Health		%
<b>Out of province (OOP)</b>		%
Within Canada:		

[P/T name]		%
Outside Canada:		
[country name]		%

## [Other Context-Specific Information]

E.g., Table of cases by unit/department or work group

## Epidemiological curve

**Figure 1.** Epidemiological curve of primary cases linked to [the outbreak] (n= ) by symptom onset date [Annotated epi curve with key dates and dates of implementation of control measures, if possible. Also by meaningful breakdown as appropriate to context e.g., by case type (patient/staff/visitor), by residence, by symptom presence, by cluster, etc. – potentially by more than one breakdown]

## Attack Rates

[Consider calculating attackrate(s) when possible]

## Secondary Cases

E.g., Number of secondary cases and brief summary of case status, demographics, case severity, etc. similar to Table 1

## Cluster Analysis / Sources and Routes of Transmission

E.g., description of potential transmission events

E.g., social network or transmission analysis

E.g., cluster visualization

E.g., Gantt chart showing dates on site and overlap of communicable and incubation periods

## Testing Summary / Laboratory Findings

E.g., Lab testing summary

E.g., Mass asymptomatic testing results

Potential variable(s) of interest	
Current 5 day average test % positivity (with lag to ensure all tests have resulted)	
Current 5 day average test % positivity (without lag)	
Tests completed:  (by test type)	

Test result:	
	Positive
	Indeterminate
	Negative
	Pending

E.g., Whole genome sequencing results/analysis

## Close Contacts / Contact Management

E.g., Total number of unique contacts identified, average number of contacts per case, location of quarantine

Potential variable(s) of interest	
Total number of unique contacts	
	Active
	File closed
Average number of contacts per case	

## Messaging and Communications

[Description of messaging and communications undertaken to various stakeholders]

## Infection Prevention and Control Measures

[Description of IPC measures implemented]

## Timeline of Key Dates and Implementation of Measures

E.g., date outbreak declared, dates of key outbreak investigation activities, dates of implementation of prevention and control measures

### Prior to outbreak:

Date	Prevention Measure

### After outbreak declared:

Date	Control Measure

## Lessons Learned

[Optional for full report following outbreak closure]

## Appendix A: Definitions

### EPIDEMIOLOGY

**Incubation Period** (time from exposure to an infection until onset of symptoms): **14 days**

**Period of Communicability** (period of time during which an individual can transmit infection to others):

- For symptomatic cases: **2 days prior** to onset until **10 days** post onset or symptom resolution, whichever is longer
- For asymptomatic cases: **2 days** prior to specimen collection date until **10 days** after specimen collection date. If the case develops symptoms, until 10 days following symptom onset or symptom resolution, whichever is longer.

### CASE DEFINITIONS

#### Primary case:

Primary cases are defined as confirmed or epi-linked COVID-19 cases who are epidemiologically linked to the site:

- worked or stayed at the associated work site/work camp during their incubation period prior to illness onset (for symptomatic cases)/positive swab collection date (for asymptomatic cases),  
AND

- most likely source of infection was an exposure at the work site/work camp or during associated activities.

**Secondary case:**

Secondary cases are defined as confirmed or epi-linked COVID-19 cases who:

- did NOT work or stay at the associated work site/work camp during their incubation period prior to illness onset (for symptomatic cases) or positive swab collection date (for asymptomatic cases),  
AND
- did have household contact or other exposure to a linked primary case and is believed to have acquired infection from this contact.