

## SUSPECT BOTULISM INTAKE AND CHECKLIST (Internal Use Only)



Acute Communicable Disease Control 313 N. Figueroa St., Rm. 212 Los Angeles, CA 90012 213-240-7941 (phone), 213-482-4856 (facsimile) publichealth Jacounty gov/act/

publichealth.lacounty.gov/acd/								
AOD Name:		Today's Date:			Time:_			
Report Source:		Agency:		Phone:				
Physician Contact:		Phone:		Email address:				
Pharmacist Contact:		Phone:		Email A	Address	:		
Hospital Name:				Phone:				
Hospitalized?	No Date of	Hospitalization:		MR No	o.:			
PATIENT INFORMATION	Last Name:_							
Date of Birth:	Age:	Sex:	Pregnant:	Yes	No	Weight	::	(lbs.)
lome Phone:	Cell	Phone:						
Address:			City:		ZIF	code:_		
Friend/Family Contact:			-					
OUT OF JURISDICTION R								
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Patient name (Last, First) Date of Birth **ACTIONS TAKEN (continued)** State/Internal Notification ☐ Notify CA Dept. of PH Division of Communicable Disease Control (CDPH DCDC) by calling the Duty Officer at (916) 328-3605. For suspected foodborne botulism, notify Duty Officer of case so he/she can report to the CDC within 4 hours. Duty Officer Name: Date:\_\_\_\_\_ Time: \_\_\_\_\_ Summarize case in email Hilary Rosen (Hilary.Rosen@cdph.ca.gov) and Vit Kraushaar (Vit.Kraushaar@cdph.ca.gov) Notify appropriate ACDC staff (cc: All HOBR staff and ACDC physicians on initial information sent to the state) Notify PHL staff about which specimens to expect from the hospital (Nicole Green, Robert Tran). **IRIS Entry and Outbreak Log** Case entered into IRIS on next business day Case#: Create a new situation for the ACDC outbreak log using initial information sent to the state. Update as needed. **CONCLUSION OF INVESTIGATION** Complete the Botulism Case Report Form (CDPH 8547) and turn in to Dr. Moon Kim for final review and resolution status (Confirmed, Probable, or False). Once approved, securely email the Botulism Case Report Form (CDPH 8547) to Hilary Rosen and Vit Kraushaar. Scan all related documents (i.e. case report form, medical records, PHL lab results, patient interview, etc.) and save in IRIS filing cabinet [regardless if case confirmed or not]. Update the IRIS record including final IRIS comment and close the IRIS record. Close situation in ACDC outbreak log. **NOTES** Date Time Notes