

[DATE]

[ADDRESS, CITY, STATE, ZIP]

[PHONE NUMBER]

Dear Parent/Guardian:

This letter is to inform you that a case of Shigellosis has been identified at [NAME OF SCHOOL OR DAYCARE PROGRAM]  and your child may have been exposed. Shigellosis is a bacterium that can cause severe diarrhea, fever, nausea, vomiting, cramps and stools containing blood and/or mucus. A person with it is most likely to develop symptoms 12 to 96 hours after becoming infected.

The Bay County Health Department recommends that your child stay at home if he or she becomes ill and stay home until they can no longer transmit illness. A child generally cannot return until all of the symptoms are gone and stools are formed (no diarrhea) for at least 48 hours. Please watch for symptoms in your child and other family members. If symptoms occur, call your doctor and notify the health department.

It is spread by the fecal-oral route. That is to say, the bacteria leave an infected person’s body in the stool and are spread by contaminated hands, surfaces, food or water.

Good hand hygiene can stop the spread of it. Proper hand washing takes at least 20 seconds with soap and warm running water, including cleaning under fingernails. This should be done after using the bathroom and before preparing or eating food. Those who are sick should not handle food for others until they are found to be clear of the infection.

Please see the attached fact sheet for more information. If you have any questions call the Bay County Health Department at 989-895-4003.

Sincerely,

[NAME AND TITLE]