Date:.…/……/…...

**RE: Respiratory Outbreak at** [ ]

Dear Doctor,

The Local Public Health Unit has been notified of an outbreak of respiratory illness at this facility. The outbreak potentially affects some of your patients, and they may require review.

We request your assistance with the following actions:

**1: Identify and assess affected patients**

* Contact the facility to determine if any of your patients are affected
* Review symptomatic patients promptly.

**2: Arrange diagnostic testing**

* Check if rapid antigen testing (RAT) for COVID-19 other respiratory pathogens has been conducted for symptomatic patients
* Order throat and nasal swab multiplex respiratory polymerase chain reaction (PCR) testing for symptomatic patients who are RAT negative.

**3: Prescribe antiviral treatment and prophylaxis**

Victorian and national guidelines recommend the use of antiviral medications for influenza and COVID-19 to reduce disease severity and transmission in residential care facilities during outbreaks. Please consult appropriate guidelines (e.g.: [Therapeutic Guidelines](https://tgldcdp.tg.org.au/) <https://tgldcdp.tg.org.au>) for up-to-date information on antiviral treatment and prophylaxis, including antiviral options, dosing and suitability for the patient.

Influenza

* Commence antiviral treatment, ideally within 48 hours of symptom onset (although treatment may still be beneficial if started later).
* Recommend antiviral prophylaxis to at-risk residents. If symptoms develop in people taking prophylaxis, arrange testing and switch to treatment dosing.

COVID-19

* Commence antiviral treatment in patients diagnosed with COVID-19.

**4: Vaccination**

* Recommend seasonal influenza and COVID-19 vaccination for unvaccinated residents and staff.

Further information on responding to respiratory outbreaks in residential care facilities is available on the Department of Health webpage: [www.health.vic.gov.au/infectious-diseases/acute-respiratory-infection-management-residential-care-facilities](http://www.health.vic.gov.au/infectious-diseases/acute-respiratory-infection-management-residential-care-facilities) or by contacting your Local Public Health Unit: [www.health.vic.gov.au/local-public-health-units](http://www.health.vic.gov.au/local-public-health-units).

Yours sincerely,

**[Name and role]**[LPHU Signature}