**Procedure for Public Health Team’s Response to Outbreaks**

1. Review details of written submission in e-Outbreak Reporting Tool.
2. If the outbreak is determined to have a high impact, contact the focal point who entered in the data into the e-ORT to ascertain more information.
	* Consider asking the following questions:
		1. Have you contacted the local health department (e.g., MIH)? If so, are they assisting with outbreak management? Is WHO involved?
		2. Who is responsible for contact tracing? If not the local health department, are you keeping an updated line list? Do you need support with this?
		3. Do you have access to laboratory testing (if applicable)?
		4. Do you have access to vaccines (if applicable?)
		5. Do you feel the current mitigation measures in place will prevent the outbreak from spreading?
		6. Do you expect evacuations, casualties, and/or further negative impact?
		7. Are any other agencies affected (e.g., WFP, WHO, etc.)?
		8. Do you need any additional resources from DHMOSH?
	* Consider providing the following:
		1. DHMOSH Risk Mitigation Plans located here: <https://hr.un.org/page/disease-specific-information> (If a Risk Mitigation Plan does not exist, consider engaging PH Team to draft one for future outbreaks.)
		2. Relevant WHO/CDC guidance
3. After telephone interview, complete and update the report using the "administrative module" of e-ORT. Ensure all relevant information is included in the report and report reads clearly.
4. Inform DHMOSH senior management and any relevant stakeholders accordingly.