



Maricopa County

Department of Public Health

Office of Epidemiology

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Phoenix, Arizona 85012

Ph: 602-372-2605 Fax: 602-372-6210

Month Date, Year

Dear Parent/Guardian,

The Maricopa County Department of Public Health Office of Epidemiology was notified by your child's school of an increase in absences due to **<insert>** illness. In order to assist with our investigation of this outbreak, we may contact you by phone to collect information about any symptoms your child may have experienced. We may also ask about foods your child may have eaten recently and/or other possible exposures to illness. In addition, we may ask you if you would be willing to collect a stool specimen from your child to be tested for pathogens at the Arizona State Laboratory.

The Maricopa County Department of Public Health Department of Epidemiology is mandated to investigate all reports of illness outbreaks under Arizona Administrative Code R9-6-324. Investigations are conducted to determine source of illness (if possible) and also to help in halting further spread of illness in the community. We were notified on **<date>** of an increase in absences due to **<insert>** illness at **<Facility/School>**. In order to assist with our investigation of this outbreak, we have obtained a list of all ill students and/or staff with their contact information. This information may be used to interview the case (or case's parent/guardian if under 18 years) to obtain a food history and further details about their illness. All interviews are voluntary. All the information will be kept as confidential medical records. Names of individuals will not be shared with others.

Thank you for your assistance in our investigation.

James Matthews

Maricopa County Department of Public Health

Office of Epidemiology

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