

Fall Forecast School Reporting Guidance

Frequently Asked Questions

Are schools aware of the 2022-2023 COVID-19 reporting requirement?

As part of the Communicable Disease Rules, school reporting is required for reportable diseases including COVID-19. This change is allowing Local Health Departments (LHDs), should they so choose, to move from reporting daily line level data to daily aggregate reporting of COVID-19 cases. LHDs are encouraged to share this information, along with their local reporting requirements, with schools.

If LHDs choose to have schools report daily aggregate numbers (instead of line level data), does that include all cases that are reported to them by the parent/guardian or by a positive staff member?

Yes, schools should include all test results from any source, including home tests and lab/provider-attended tests in their report to the LHD. This is for all cases (staff and students) reported to the school, not just school-associated cases.

Exception: All positive results from tests conducted **BY** the school need to be reported on an individual basis to the Michigan Antigen Testing Results portal.

Will daily reporting include total cases for the entire district? By building? By grade level? By classroom?

School reporting has traditionally been done by building/school. This would follow the same model.

Will reporting be required for both student cases and staff cases?

Yes, include all cases reported to the school.

Should daily aggregate data for students be reported **separately** from aggregate data for staff, or will one overall daily total be reported?

The level of detail of reporting is up to the LHD's discretion. For instance, regardless of this guidance, LHD's can still request line level (individual case) reporting if that suits their COVID strategies better.

Although individual cases do not need to be reported daily to the LHD, are schools required to maintain case-based information for all cases in the event the LHD requests it?

Yes, if the LHD chooses to request line level data, whether routinely or because of a potential outbreak, the school is required to provide it.

Will there be a standard way for schools to store data, or will schools be encouraged to find a method that works for them?

There is no standard way. Schools are encouraged to use a method that would address the needs of the LHD.

Will there be a standard method by which schools are required to report daily aggregate data, or will it be up to the schools and their LHDs to develop a reporting method that is workable for both parties?

Acceptable methods should be determined in coordination between the schools and the LHD.

Should schools include each day that students and staff are absent due to COVID-19 in the aggregate daily count? For instance, if a student is out for 5 days because of COVID-19, should that be represented in the daily aggregate count for all 5 days, or only counted once?

Schools should NOT include cases in the daily aggregate number that had been previously reported. The aggregate count should represent a reported case of COVID-19, not days absent due to COVID-19. For the above example, the student would only be counted in one daily report, not each daily report when they were absent.

Will Early Care and Education programs or other child care settings that operate in school buildings be required to report aggregate cases daily as well, or is reporting limited to K-12 staff and students?

Child care settings, including Early Care and Education programs, are also required to report cases among students and staff.

Is there a preferred way for LHDs to record and track the aggregate data received from schools?

The individual school aggregate reports can be compiled into one county-level daily aggregate MDSS report. LHDs also have the option to report in more detail within the MDSS aggregate form (e.g., by grade or by class).

If schools fail or refuse to provide the required aggregate data (or case-based information at the request of the LHDs), how do you suggest LHDs proceed?

LHDs would follow up as they would in any case where reporting requirements were not being met.