Template for E-mail List of Persons/Agencies to be Notified during an Outbreak Investigation

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Contact name/ Office** | **Phone number** | **After hours**  **numbers** | **Fax number** | **email** |
| Supervisor |  |  |  |  |  |
| Agency director |  |  |  |  |  |
| Outbreak team members |  |  |  |  |  |
| Public information officer |  |  |  |  |  |
| State Health Department - Epidemiology Unit/ Communicable  Disease Unit |  |  |  |  |  |
| State Public Health Laboratory –  Microbiology |  |  |  |  |  |
| State Environmental  Health Division/Food Inspection Program |  |  |  |  |  |
| State Department of  Agriculture |  |  |  |  |  |
| Nearby local jurisdictions |  |  |  |  |  |
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Epi-Ready 2.0 (3/8/2012)