



## CALIFORNIA STATE UNIVERSITY, LONG BEACH

DIVISION OF ACADEMIC AFFAIRS

August 18, 2009

To: Deans, Chairs, All Faculty, All Academic Offices

Fr: David A. Dowell, Vice Provost *David A. Dowell*

*Michael N. Carbuto* Michael N. Carbuto D.O. M.P.H., Director of Student Health Services & Chief of Medical Staff

**Re: Influenza-Like Illness - Classroom and Academic Office Guidelines**

Colleagues,

Public Health experts anticipate the probability of a flu season marked by both seasonal flu and the newer H1N1 strain. Symptoms for both strains are similar: fever with cough and/or sore throat. Other symptoms of Influenza-like Illness (ILI) include body aches, headache, chills and fatigue. H1N1 also may cause diarrhea and vomiting.

**High risk groups:** Individuals at high risk for severe H1N1 illness should seek immediate medical attention if symptoms appear. High risk groups include pregnant women, individuals who have asthma, chronic pulmonary, cardiovascular, hepatic, hematological, neurologic, neuromuscular disorders, or metabolic disorders such as diabetes, as well as individuals who have immune suppression, including immune suppression caused by medication or by HIV.

**Others:** Individuals with influenza-like illness not in high risk groups are advised to stay home for at least 24 hours after fever is gone and to seek medical attention if symptoms become serious. For this second group, most may not see a medical practitioner. Recovered students may return to class without a doctor's note attesting to illness.

Prevention will be a very important tool for us as we face this risk. Faculty, deans and chairs are asked to please observe the following guidelines:

1. Faculty members are asked to communicate to students the following both verbally in class and via syllabi, Beachboard and/or email.

*Because of an anticipated increase in seasonal and H1N1 flu, any student who has influenza-like illness should stay home until 24 hours after fever is gone. Absent students should notify*

*instructors prior to each missed class by email or telephone. As much as possible, instructors will accommodate students who are absent due to influenza-like illness, but it may not always be possible to make up work missed. In considering students requests to withdraw from courses, flu illness will be considered a “serious and compelling reason”. More information about influenza is available by following the “Medical Advisory, Flu Information” link on the university home page, [www.csulb.edu](http://www.csulb.edu).*

2. If students exhibit influenza-like illness as they arrive in class, faculty may encourage a visit to Student Health Services.
3. Locations with a high volume of face to face activity, such as academic department front desks and advising centers, should practice good hand hygiene which includes frequent hand washing and/or use of a hand sanitizing agent and encourage staff and visitors to use these regularly.
4. Faculty members are encouraged to use good hand hygiene and/or a hand sanitizing agent.
5. Faculty members who exhibit influenza-like illness should stay home for at least 24 hours after fever is gone.
6. Please post this memorandum in academic offices as a reminder to staff and students.

Hopefully, the flu season will not be severe but we will be wise to seek to prevent disease transmission in any case. Thank you in advance for your cooperation.