



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: November 25, 2020
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: Medical Inspectors, School Physicians, School Nurses
From: Daryl Minus-Vincent, Acting Assistant Commissioner
Division of Field Services

COVID-19 School Active Surveillance Program

The New Jersey Department of Health (NJDOH) sent a letter dated November 2, 2020 announcing the expansion of their Communicable Disease Reporting and Surveillance System (CDRSS) for existing influenza-like-illness (ILI) into an active surveillance system to monitor COVID-19 and emphasizing the important role schools play in monitoring the transmission of COVID-19 within their institutions. Schools that are not enrolled in the CDRSS were asked to enroll by November 13, 2020 and to begin reporting data on November 17, 2020. Schools that were not enrolled by the original date of November 13, 2020 may still enroll in the system beyond that date.

The [attached letter](#) from the NJDOH outlines enrollment instructions for schools that are not currently registered in the CDRSS, information sharing details, as well as reporting instructions and the link to access the Surveillance for Influenza and COVID-19 (SIC) Module Guide for Schools. Like the existing weekly ILI reporting, schools should report data by noon on Wednesdays on the number of students who are absent on Tuesday of that week due to COVID-19. Additionally, schools should also report the number of COVID-19 positive staff and students (that schools are aware of) both for the previous week and cumulatively since the beginning of the school year. NJDOH will provide weekly state, region, and county counts on the [COVID-19 public dashboard](#) "Schools" tab, as well as limited school-level case data. If a school has fewer than 10 cases, in order to protect privacy, the exact number will be suppressed. Absenteeism data will also be shared in [weekly ILI reports](#). Schools can view and export their own data from CDRSS, which can be used to monitor ILI and COVID-19 within their school or district. Administrative staff within schools can also play an important role by entering data on behalf of a school or district. It is important to note that this active surveillance reporting does not replace the need for schools to notify their local health department when they become aware of COVID-19 cases or possible outbreaks.

The COVID-19 School Active Surveillance Program will offer school leaders, the public and public health officials with critical information on the impact of COVID-19 in school communities throughout the state and your participation is integral. Please direct questions regarding user accounts and reporting to CDS.COVRPT@doh.nj.gov.

c: Members, State Board of Education
Angelica Allen-McMillan, Ed.D., Acting Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
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