



State of New Jersey  
**DEPARTMENT OF HEALTH**  
COMMUNICABLE DISEASE SERVICE  
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*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

JUDITH M. PERSICHILLI, RN, BSN, MA  
*Commissioner*

September 22, 2021

Re: Reporting for ILI (Influenza-like Illness) and COVID-19 Surveillance and Testing In Schools

Dear School Partner,

Schools play an important role in students' educational achievement, health, and wellbeing. Along with state and local health officials, parents and caregivers, schools have a significant role in slowing the spread of SARS-CoV-2 (the virus that causes COVID-19) while protecting students, teachers, and staff. With the resurgent COVID-19 pandemic and the return to in-person learning across the state, it is extremely important to have systems in place for monitoring the transmission of COVID-19 within your institution. In partnership with the New Jersey Department of Education, the New Jersey Department of Health has expanded our existing Influenza-like Illness (ILI) and COVID-19 surveillance for K-12 schools to include school-based COVID-19 screening/testing efforts. Reporting is weekly and data can be entered by individual schools or by school districts on behalf of multiple schools (individual school-level data is required). Schools (or school districts if reporting on behalf of individual schools) should enroll in the active surveillance system no later than September 20, 2021 and begin reporting data by September 21, 2021. However, school enrollment is ongoing throughout the fall term, and schools are encouraged to enroll at their earliest convenience.

**Enrollment:**

1. For existing school users who report ILI/COVID-19 surveillance data into the Communicable Disease Reporting and Surveillance System (CDRSS), nothing additional needs to be done. (Same [CDRSS login](#))
2. For schools who aren't current CDRSS users, go to the [CDRSS login webpage](#) and under "System Announcements" go to "K-12 Module and Enrollment Training" and follow the instructions to enroll to report your schools' data. Email [CDS.CO.V.RPT@doh.nj.gov](mailto:CDS.CO.V.RPT@doh.nj.gov) your completed user agreement.

**Absenteeism Reporting:** Every week, schools should report data on the number of students who are absent on Tuesday of that week, the number of students absent due to COVID-like illness (CLI) and the predominant symptoms associated with absenteeism.

**COVID-19 Surveillance Reporting:** Schools should report data on the number of new COVID-19 cases among students and staff members in the previous week and the cumulative numbers of student/staff cases since the beginning of the current term on a weekly basis. Additional questions include the number of fully vaccinated students and staff, and if the school is working with the local health department on an active COVID-19 outbreak.

**COVID-19 Screening/Testing Reporting:** For schools conducting COVID-19 screening testing, in-person enrollment, the number of tests conducted, and the number of positive tests in the prior week should be entered during each weekly surveillance period. All data must be entered into the surveillance module by noon on Wednesdays.

While some of this data might be readily available to school nurses, administrative staff within schools can also play an important role in entering data on behalf of a school or district. As a reminder, the 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, and for schools that are performing testing to electronically report individual COVID-19 test results to public health authorities.

Absenteeism data is included in weekly [ILI reports](#). Schools can view and export their own data from CDRSS, which can be used to monitor ILI and COVID-19 activity within their school or district.

Detailed absenteeism and surveillance reporting instructions are available at the [CDRSS login webpage](#). Under "System Announcements" and "K-12 Module Training and Enrollment Training", refer to the K-12 SIC (Surveillance for Influenza and COVID-19) Module User Guide. For questions on user accounts, enrollment, or reporting, email [CDS.CO.V.RPT@doh.nj.gov](mailto:CDS.CO.V.RPT@doh.nj.gov).

Your participation in this School Surveillance Program plays an invaluable role in providing public health officials and the public with the necessary information on the impact of COVID-19 within school communities in New Jersey and will help ensure students continue to have safe and healthy learning environments.

Thank you,

*Deepam Thomas*

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Foodborne and Respiratory Illness Unit Coordinator  
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New Jersey Department of Health

CC: New Jersey Department of Education