Template for Contact 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					