

LA SPOC	contacttracing@birmingham.gov.uk
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Key: Red - Support required or managed by PHE Amber - LA/CCG to manage but support may be required Green - LA/CCG to manage

Please Note: Put 'FOR ACTION' or FOR INFORMATION' at the start of the subject line for all emails to Local Authorities. If actions are needed be clear what the actions are.

Setting		LA Response	Email to:	For PHE input**
Care Home	Single cases	LA SPOC will pick up via notification from Case line listing and from PHE, passed to welfare team (a joint team with ASC and PH) for follow up.	contacttracing@birmingham.gov.uk	PHE will input at the request of LA, e.g ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	LA SPOC will pick up via notification from Case line listing and from PHE and lead via Care Homes Team in SPOC and EHO lead		
	Outbreaks of significance e.g. ≥10% of staff/residents are affected within 14 days or impact on service delivery or ongoing spread despite implementing control measures	LA will contact PHE as required		
Schools (non-SEN)	Single cases	DFE will be first line for enquiries and LA SPOC will pick up via notification from Case line listing or clarifications from schools, these will be shared with education team in LA	contacttracing@birmingham.gov.uk	PHE will input at the request of LA, e.g ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	DFE will be first line and LA SPOC will pick up via notification from Case line listing or clarification questions from schools and will be supported by LA SPOC and education team in LA		
	Outbreaks of significance, e.g. Hospitalisation or death in a member of the school community, Significant media interest, Significant outbreak (≥10% of a bubble is affected within 14 days, ≥10% of staff are affected within 14 days, ≥ 3 bubbles are affected) or ongoing spread despite implementing control measure	LA will contact PHE as required		
SEN or residential /boarding school or children's home	Single cases	PHE will continue to manage single cases and inform LAPH	contacttracing@birmingham.gov.uk	PHE will input on all outbreaks and if significant media interest
	Clusters and outbreaks that don't meet the definition for significant	PHE will continue to manage multiple cases and outbreaks that do not meet definition for significance and inform LAPH.		
	Outbreaks of significance, e.g. All outbreaks, Significant media interest ***	A SPOC will pick up and lead via notification from Case line listing and from PHE and will lead with PHE input into IMTs		
University	Single cases	LA SPOC will pick up via notification from Case line listing and from PHE no further action		PHE will input at the request of LA, e.g ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	LA SPOC will pick up via notification from Case line listing and from PHE to SPOC		
	Outbreaks of significance, e.g., Hospitalisation or death in a member of the university community, Significant outbreak (e.g. outbreaks in halls of residence, ≥10% of defined group affected within 14 days) or ongoing spread despite implementing control measures, Significant media interest	LA will contact PHE as required		
Workplaces (low risk)	Single cases	LA SPOC will pick up via notification from Case line listing and from PHE to Environmental Health (a joint team with ASC and PH)	contacttracing@birmingham.gov.uk	PHE will input at the request of LA, e.g ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	LA SPOC will pick up via notification from Case line listing and from PHE to Environmental Health (a joint team with ASC and PH)		
	Outbreaks of significance • Significant outbreak (≥10% of a workforce is affected within 14 days or impact on service delivery) or ongoing spread despite implementing control measures or Significant media interest	LA will contact PHE as required		
Workplaces (high risk) e.g. Food factories	Single cases	Single cases e.g. LA SPOC will pick up via notification from Case line listing and from PHE to Environmental Health (a joint team with ASC and PH)	contacttracing@birmingham.gov.uk	PHE will input at the request of LA, e.g ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	LA SPOC will pick up via notification from Case line listing and from PHE to Environmental Health (a joint team with ASC and PH)		
	Outbreaks of significance, e.g. Significant outbreak (≥5% of a workforce is affected within 14 days) or ongoing spread despite implementing control measures or Significant media interest	LA will contact PHE as required		
	Single cases	PHE to manage		
	Clusters and outbreaks that don't meet the definition for significant	PHE to manage and inform LAPH		

Blue light services	Outbreaks of significance • Significant outbreak (≥5% of a workforce is affected within 14 days or impact on service delivery) or ongoing spread despite implementing control measures or significant media interest	PHE to lead and manage with LA input into IMTs		PHE will input on all outbreaks and if significant media interest
Hospital		PHE to Lead with support from IPC in the CCG (commissioned by the LA). LA to lead contact tracing of community contacts and receive copies of notes and support IMTs where PHE is not available.		PHE will attend Trust led IMTs for outbreaks as able to
Healthcare settings e.g. GP, dentist, optometry, pharmacy, domiciliary care, private hospitals)	Single cases	CCG will lead the response with support from LA SPOC as required		PHE will input on all outbreaks and if significant media interest
	Clusters	CCG will lead the response with support from LA SPOC as required		
	Outbreaks	CCG will lead the response with support from LA SPOC		
Prison		PHE to manage		PHE will input on all cases and outbreaks
Vulnerable settings e.g. homeless, hostels	Single cases	LA will lead the response with support from LA SPOC as required		PHE will input at the request of LA, e.g. ongoing transmission despite control measures
	Clusters and outbreaks that don't meet the definition for significant	LA SPOC to manage and relevant LA team		
	Outbreaks of significance, e.g. Hospitalisation or death in a member of the vulnerable community or all clusters and outbreaks or significant media interest	LA SPOC will pick up and lead via notification from Case line listing and from PHE and will lead with PHE input into IMTs		
Enhanced Contact Tracing (data review)	Common exposure reports			PHE will continue to review postcode coincidence reports each day and communicate situations identified to the LA for follow up in accordance with the agreed prioritisation framework.
	Postcode coincidence reports	PHE to review daily		
Variants and Mutations	Single cases and clusters			PHE will complete the relevant survey for the case which may require for the case to be contacted. PHE will inform the relevant DPH, liaise with the national leads and jointly agree a plan of action for the locality

PHE always willing to receive queries from LA in respect of situations they are managing. These can be directed to the team of GP HEE based (the pressing option for non GP HEEs) or to a named consultant or practitioner as agreed locally.

Where LAs identify areas that would benefit from support/training we will endeavour to provide this during transition to the new roles.

We will also regularly review how this is working and adjust criteria as required.

The system accepts that things need to be done differently to optimise impact, and recognises that other parts of the system are now increasingly competent to undertake work that we were previously doing (e.g. headteachers frequently respond well to cases in their settings).

**** PHE input may be leading/chairing the IMT response or joining the IMT (depending on the situation and capacity within LA and PHE).**

Useful contacts	<p>For all settings: Clinical, Residential (Social care and Other) - Monika Rozanski; Monika.Rozanski@birmingham.gov.uk Workplaces - Gosaye Kaba; Gosaye.Kaba@birmingham.gov.uk (Monday-Thursday 09:00-17:00) Public Venues and Events - Stephen Whelan; Stephen.Whelan@birmingham.gov.uk Education - Ibrahim Subdurally; Ibrahim.Subdurally@birmingham.gov.uk</p>
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