

# BAT INQUIRY PROTOCOL

Complete this form for all calls about potential bat exposures. Give form to EHS the next business day.

**IMPORTANT: If a person is bitten by a bat, call EHS immediately.**

## SECTION 1 – Incident Information

Caller's name: \_\_\_\_\_

Address: \_\_\_\_\_

Home phone: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

Date of incident: \_\_\_\_\_ Location where bat was found: \_\_\_\_\_

Do they have the bat?  YES  NO

## SECTION 2 – Exposure Information

*The following constitute an exposure or possible exposure to the bat and it should be captured and tested!  
Check all that apply:*

- Bat bit or had direct physical contact with someone
- Bat found in room with sleeping person
- Bat found in room with unattended child or mentally impaired person
- Bat found anywhere in a house where pets live

## SECTION 3 – Incident Response

### If ANY boxes are checked in SECTION 2:

Advise caller it is very important to **capture bat and submit it for testing**. (Caller can take bat to the SPCA/ City AS on Saturdays where the bat will be refrigerated or they can store bat in a cool location).

If bat has disappeared, advise caller to see if bat reappears the following evening and capture.

### If NO boxes are checked in SECTION 2:

If person is very anxious about bat found in their home, advise caller to contact EHS on next business day to discuss possible testing of bat.

Does caller need a return call from EHS (next business day)?  Yes  No

Was EHS staff called?  Yes, emergency/unusual situation  No, routine – not necessary

Staff person's name: \_\_\_\_\_ Date and time contacted: \_\_\_\_\_

Date report form sent to EHS: \_\_\_\_\_

Form completed by: \_\_\_\_\_ Date/time: \_\_\_\_\_