

***Guidelines for the Provision of Basic School Health Services in Non-Public Schools***

<b>Responsibility for School Health Services:</b>	<b>School Nurse</b>	<b>Completed: Date/ Initial</b>
1. Appointment of one or more school physicians and registered nurses (M.G.L. c.71, s. 53). See Chapter 2 of the <i>Comprehensive School Health Manual</i> for sample job descriptions (should include job responsibilities as outlined in this document) and MDOE licensure regulations 603 CMR.7.11		
2. Maintenance of school health records (M.G.L. c. 71, s.34D and M.G.L.c.71, s37L and MA DESE regulations 603.CMR.23.000 including mandated immunization records per M.G.L.c.71, s.55)		
2.1 Records updated, available and shared (consistent with regulations under the Family Educational Rights and Privacy Act (FERPA) to ensure continuity of care, where applicable		
2.2 Management information systems including responsibilities for computerization, technology assistance and sharing demographic data		
3. Mandated immunization review and communicable disease control, including prevention, case finding, and follow-up (M.G.L.c.71, s55) For resources and references: for list of required immunizations: <a href="http://www.mass.gov/dph/cdc/epii/imm/imm.htm#school">http://www.mass.gov/dph/cdc/epii/imm/imm.htm#school</a> ; for school health immunization record: <a href="http://mass.gov/dph/fch/schoolhealth/health_record.htm">http://mass.gov/dph/fch/schoolhealth/health_record.htm</a> ; and for translation of foreign immunization records: <a href="http://www.cdc.gov/epiinfo/translations.htm">http://www.cdc.gov/epiinfo/translations.htm</a>		
4. Medication administration, storage, and access to prescription and prn (as needed) medications per MDPH regulations (M.G.L. c. 71, s.54B and M.G.L.c.94 and MDPH regulations 105 CMR 210.00: <i>The Administration of Prescription Medications in Public and Private Schools</i> )		
4.1 Medication administration, storage, and access to medications for the treatment of life threatening allergies (LTA), i.e., epinephrine (MDPH regulations 105 CMR 210.100: <i>The Administration of Epinephrine</i> ) and MDOE guidelines found at: <a href="http://doe.mass.edu/cnp/news02/allergy.pdf">http://doe.mass.edu/cnp/news02/allergy.pdf</a>		
4.2 Properly trained staff to administer epinephrine by autoinjector for individuals with life threatening allergies. Registration with the MDPH for training unlicensed personnel is required; see: <a href="http://mass.gov/dph/fch/schoolhealth/medadmin.htm">http://mass.gov/dph/fch/schoolhealth/medadmin.htm</a>		
4.3 Physician protocols available for school nurse administration of epinephrine for anaphylaxis due to undiagnosed life threatening allergies		
4.4 Supply of epinephrine available for above protocols		
5. Mandated physical examinations per requirements of inter-scholastic competition and screenings (per parent request)		
5.1 Lead screening program (M.G.L. c.112, s.12BB and MDPH regulations 460.050 (2))		
5.2 Vision and hearing screenings for all grades, including preschool vision screening, unless waived under MDPH regulations (105 CMR 200.910) per parent request		
5.3 Postural screenings (grades 5 through 9) per parent request		
6. Head Injuries and Concussions in Extracurricular Athletic Activities (105 CMR 201.000) for MIAA members		
7. Responsibility of both agencies for emergency care planning and provision including individual and group emergencies (see Chapters 2 and 4 of the revised <i>Comprehensive School Health Manual</i> )		
6.1 Provision of sufficient number of properly trained staff in urgent care, CPR/ AED and the Heimlich procedure especially for students with special healthcare needs		
6.2 Emergency preparedness with linkages for local, state and federal emergency management systems		

8. Case finding, referral, and follow-up with written Individual Health Care Plans (IHCP). (See Chapter 2 of the <i>Comprehensive School Health Manual</i> )		
8. Health education and counseling. (See Chapter 3 of the <i>Comprehensive School Health Manual</i> )		
9. Appropriate school health facilities, supplies and equipment to address the diverse and complex health service needs of the student population to be served. (See Chapters 2 and 4 of the <i>Comprehensive School Health Manual</i> )		
10. Other school health services:		