|  |  |
| --- | --- |
|  | ***Mission:*** *To protect, promote & improve the health of all people in Florida through integrated state, county, and community efforts.* |
|  |  |
|  |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |
|  |  |  |  |
| **2016 − 2018 School Health Services Plan****for****­­­Miami-Dade County** |
| **Due by September 15, 2016** |
|
| **E-mail Plan as an Attachment to:** |
| **HSF.SH\_Feedback@flhealth.gov** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Contact Person** |
| *Please indicate a contact person who was involved in the preparation of this plan and can answer questions if they arise.* |
|  | Name & Credentials: |  Alicia Rodriguez, RN, BSN, NCSN |  |
|  | Position & Agency: |  Assistant Community Health Nursing Director – DOH-Miami-Dade County |  |
|  | Mailing Address:  |  8175 NW 12 th St., #316 |  |
|  | City, County, Sate, Zip: | Miami, FL 33126 |  |
|  | Office Phone: |  786-845-0222  |  |
|  | Work Mobile Phone: | 305-333-8259 |  |
|  | Email: |  Alicia.rodriguez@flhealth.gov |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| **SUMMARY - SCHOOL HEALTH SERVICES PLAN 2016 - 2018** |
| **Statutory Authority: Section 381.0056, F.S. requires each local Department of Health to develop, jointly with the school district and school health advisory committee, a School Health Services Plan (referred herein as the “Plan”) that outlines the provisions and responsibilities to provide mandated health services in all public schools. Chapter 64F-6.002, Florida Administrative Code (F.A.C.) requires the plan to be completed biennially.** |
| **The Plan format is arranged in 3 parts relating to the services provided and funding streams, as follows:** |
| * **Part I: Basic School Health Services - All Public Schools** – this section contains each of the Florida statutes (Department of Health (DOH) and Department of Education (DOE) that relate to the mandated basic health services for students in all public schools.
 |
| * **Part II: Comprehensive School Health Services** – 46 counties receive state funding for comprehensive programs that provide enhanced services to high risk children. These services are in addition to the services identified in Part I.
 |
| * **Part III: Health Services for Full Service Schools (FSS)** – all counties receive funding for FSS serving high-risk students with limited access to services. These services are in addition to the basic services identified in Part I.
 |
| **The Plan contains 4 columns, as follows:** |
| * **Column 1 – Statutory Requirements.** This column is in order by statute and establishes the primary requirements and mandates.
 |
| * **Column 2 – Program Standards.** This column provides the standards that are related to the statutory requirements. Where rules are not available, standards are based on other guidelines (such as the Florida School Health Administrative Guidelines (May 2012), current School Health Services Plan, or standards of practice).
 |
| * **Column 3 – Local Agency(s) Responsible.** The local agencies (local Department of Health, Local Educational Agency (LEA), and School Health Advisory Committee (SHAC)) determine the responsibilities for providing the services described in each statutory requirement and program standard when the Plan is developed. These responsibilities will depend upon the county service/staffing model, funding sources, community partners, and collaboration.
 |
| * **Column 4 – Local Implementation Strategy & Activities.** The local agencies will provide implementation strategy and activities to meet each statutory requirement and program standard identified.
 |

|  |
| --- |
| **GENERAL INSTRUCTIONS** |
|  |
| * Do not work in this file until you have opened and saved it to your network drive or a flash/travel drive. When saving for the first time, use the "Save As" function and add your county's name to the beginning of the file name so your plan will not be confused with that of another county.
 |
|  |
| * If you need clarification on the programmatic items in the plan, please email the School Health mailbox at: hsf.sh\_feedback@flhealth.gov
 |  |
| **REFERENCES** |
| Florida School Health Laws and Rules: <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/statutory-rules-schoolhealth-2015-2016.pdf> |
| Center for Disease Control and Prevention Coordinated School Health Model: <http://www.cdc.gov/HealthyYouth/CSHP/> |
| Florida School Health Administrative Guidelines (2012): <http://www.floridahealth.gov/healthy-people-and-families/childrens-health/school-health/_documents/adminstrative-guidelines.pdf>Guidelines for the Care and Delegation of Care for Students with Asthma in Florida Schools (2013): <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/asthma-guidelines-2013.pdf>Guidelines for the Care and Delegation of Care for Students with Diabetes in Florida Schools (2015): <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/diabetes-guidelines-for-the-care-delegation-of-care-for-students-with-diabetes-in-florida-schools.pdf>The Role of the Professional School Nurse in the Delegation of Care in Florida Schools: <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/role-of-rn-in-delegation-of-care-in-florida-schools.pdf> |
| Emergency Guidelines for Schools (Florida Edition, 2010): <http://www.floridahealth.gov/provider-and-partner-resources/emsc-program/_documents/egs2011fl-edtion.pdf>Promoting Health and Academic Success Through Collaboration and Partnership: A Guide for Florida’s School Health Advisory Committees: <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/fl-shac-manual-2013.pdf> |
| State Requirements for Educational Facilities (2014): <http://www.fldoe.org/core/fileparse.php/7738/urlt/srefrule14.pdf>School Health Program Coding Manual: <http://www.floridahealth.gov/programs-and-services/childrens-health/school-health/_documents/school_health_coding_manual_2016-17.pdf> |

|  |
| --- |
| **2016 - 2018 School Health Services Plan Signature Page** |
| *My signature below indicates that I have reviewed and approved the 2016 - 2018 School Health Services Plan and it's local implementation strategies, activities, and designations of local agency responsibility as herein described:* |
|  | **Position** | **Name and Signature** | **Date** |
| **Local Department of Health Administrator / Director** |  Lillian Rivera, RN, MSN, PhD |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **Local Department of Health Nursing Director** |  Yesenia Villalta, ARNP, MSN, DNP |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **Local Department of Health School Health Coordinator** |  Alicia Rodriguez, RN, BSN, NCSN |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **School Board Chair Person** |  Perla Tabares Hantman |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **School District Superintendent** |  Alberto M. Carvalho |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **School District School Health Coordinator** | Wilma Steiner, RN, BS, MPH, NCSN  |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **School Health Advisory Committee Chairperson** | Valerie Berrin  |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |
| **School Health Services Public / Private Partner** |  James R. Haj |
| *Printed Name* |   |
|   |
| *Signature* | *Date* |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   |   |   |   |   |
|  **Part\_** | **Statutory Requirements** *(Legislative mandates that establish School Health Program requirements)* | **Program Standards** *(Standards and Administrative Code that support statutory requirements, are identified)* | **Local Agency(s) Responsible** *(Identify the local agency(s) responsible for each requirement)* | **Local Implementation Strategy & Activities** *(Provide the local strategies and activities to accomplish the plan requirement/standard identified on each line)*  |
| **PART I: PREVENTIVE HEALTH SERVICES FOR ALL PUBLIC SCHOOLS** |
| **I.** | 1. s. 381.0056, F.S. School Health Services Program. | a. Each local Department of Health uses the annual schedule C funding allocation (General Appropriations Act) to provide school health services pursuant to the School Health Services Act (s. 381.0056(1), F.S.) and the requirements of the Schedule C Scope of Work. | DOH-Miami-Dade  |  • Conduct monthly meetings with the Budget Liaison to review and discuss spending allocations and projections. • Recruit and hire staff timely to help guarantee all positions are filled to help ensure all allocated Scheduled C funding is spent. |
| **I.** | 2. s. 381.0056(3), F.S. The Department of Health (DOH), in cooperation with the Department of Education (DOE), shall supervise the administration of the school health services program and perform periodic program reviews. | a. The local Department of Health and local education agency (LEA) each designate one person to be responsible for the coordination of planning, development, implementation and evaluation of the local school health program. Those two individuals should collaborate throughout the school year to assure program compliance and to plan and assess the delivery of program services. (Ch. 64F-6.002(2)(i), F.A.C.) |  DOH-Miami-DadeMiami-Dade County Public Schools |  • Conduct School Health planning meetings before the beginning of each school year. • Conduct at least two school site visits during the school year, December and May, to monitor and assess program compliance and school health services delivery. • Meet at least monthly to discuss concerns, recommendations and evaluate issues affecting school health services. • Evaluate program compliance and school health services delivery at the end of each school year and make recommendations for the next year. **•** DOH-Miami-Dade and MDCPS will be responsible for the Quality Improvement Plan to monitor the delivery of School Health Services. |
|  |   | b. The local school health services plan shall describe employing or contracting for all health-related staff and the supervision of all school health services personnel regardless of funding source. (Ch. 64F-6.002(2)(j), F.A.C.) |  DOH-Miami-DadeMiami-Dade County Public SchoolsSchool Health Advisory Committee (S.H.A.C.) The Children's Trust Community Partners |  • Each agency will be responsible for recruiting and securing employment for staff (permanent, temporary, contractual) and the supervision regardless of funding source. • The school principal will be responsible for the supervision of school health staff as outlined in the Florida Statutes. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |   | c. Protocols for supervision of school health services personnel shall be described in the local school health services plan to assure that such services are provided in accordance with statutory and regulatory requirements and professional standards. (Ch. 64F-6.002(2)(j)(1), F.A.C.), and consistent with the Nurse Practice Act (Ch.464, F.S.) and the Technical Assistance Guidelines - The Role of the Professional School Nurse in the Delegation of Care in Florida Schools (Rev. 2010). |  DOH-Miami-DadeMiami-Dade CountyPublic Schools School Health Advisory Committee (S.H.A.C.)The Children's Trust Community Partners |  • Each agency will ensure they have developed protocols outlining the supervision of school health services personnel in accordance with statutory requirements and professional standards are submitted to M-DCPS and the DOH-Miami-Dade School Health Program.  • M-DCPS and the DOH-Miami-Dade School Health Program will maintain and keep all submitted protocols from each agency on file.  |
|  |   | d. Decisions regarding medical protocols or standing orders in the delivery of school health services are the responsibility of the local Department of Health medical director in conjunction with district school boards, local school health advisory committees, the school district medical consultant, or the student's private physician. (Ch. 64F-6.002(2)(j)(2), F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools School Health Advisory Committee (S.H.A.C.) The Children's Trust Community Partners | * No standing orders
 |
| **I.** | 3. s. 381.0056(4)(a), F.S. Each local Department of Health shall develop, jointly with the district school board (a.k.a. local educational agency or LEA) and the local school health advisory committee (SHAC), a school health services plan. | a. Each local school health services plan shall be completed biennially and approved and signed by at a minimum the superintendent of schools, school board chairperson, local Department of Health medical director or administrator. |  DOH-Miami-Dade Miami-Dade County Public Schools School Health Advisory Committee (S.H.A.C.) | • DOH-Miami-Dade in conjunction with M-DCPS and SHMAC will schedule meetings to complete the School Health Services Plan.• Route the Plan with Signature Page to designated approvers to review/revise/recommend changes to the School Health Services Plan before final approval. • Maintain attendance rosters and agendas on all meetings.   |
|  |   | b. The local school health services plan shall be reviewed each year for the purpose of updating the plan. Amendments shall be signed by the school district superintendent and the local Department of Health medical director or administrator. (Ch. 64F-6.002(3)(a), F.A.C.). |  DOH-Miami-Dade Miami-Dade County Public Schools School Health Advisory Committee (S.H.A.C.) |  • Conduct annual reviews of the School Health Services Plan by August 15.• Make amendments as needed with community partners and others with common interest by May 30.• Maintain attendance roster and meeting agendas. |
|  |   | c. Establish procedures for health services reporting in Health Management System (HMS) and the annual report, to include services provided by all partners. (Ch. 64F-6.002(2)(g), F.A.C.). |  DOH-Miami-Dade |  • Update the Data Collection Protocol and other data collection systems when required.• Conduct monthly Data meetings. • Provide technical assistance and training as needed. • Explore how data entry duplication can be reduced. • Ensure data for annual School Health report is collected and submitted to DOH-Miami-Dade by July 15. |
|  |   | d. As per s. 381.0056(4)(a)(18)(b), F.S., each School Health Advisory Committee (SHAC) should include members representing the eight components of the Centers for Disease Control and Prevention's Coordinated School Health (CSH) model. The SHAC is encouraged to address the eight CSH components in the school district’s wellness policy pursuant to s. 1003.453, F.S. | DOH-Miami-Dade Miami-Dade County Public Schools School Health Advisory Committee (S.H.A.C.) | • Maintain attendance roster and meeting agendas. •SHMAC will conduct annual reviews of the membership roster to ensure there is representation of the eight components of the CDC Coordinated School Health Model, which are health and physical education, health and nutrition services, counseling, psychological and social services, health school environment, health promotion for staff and parent and community involvement. The Whole School, Whole Community, Whole Child (WSCC) expands on the CSH model • Invite the district's Health and Wellness Committee Chair/Co-Chair to present to SHMAC members on the Health and Wellness Policy. |
| **I.** | 4. s. 381.0056(4(a)(1), F.S. Health appraisal | a. Determine the health status of students. |  DOH-Miami-Dade Miami-Dade County Public SchoolsThe Children's Trust (Health Connect) Community Providers |  • Review annuallyEmergency Contact/Student Data Cards and School Entry Health Examination Records for documentation of existing and/or chronic health conditions or other health related issues. • Conduct nursing assessments as needed.• Review Cumulative Health records for abnormal screening results.• Develop Chronic Condition List and report data findings. • Monitor and case manage students as indicated. • Follow-up on students to assure compliance with recommendations. • Consult with parent/guardian to discuss health issues as needed. • Documentation of above actions |
| **I.** | 5. s. 381.0056(4)(a)(2), F.S. Records review | a. Perform initial school entry review of student health records, to include school entry physical, immunization status (DH 680), cumulative health record, emergency information, etc. (Ch. 64F-6.005(1), F.A.C.) | DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect) Community Providers  |  • Review new school entry student health records, including the DH680 Immunizations Record, School Health Entry Examination (DH3040), Cumulative Health Record (DH3041), Emergency Contact/Student Data Card information and screenings.• Conduct, at least annually, record reviews on all kindergarten students and students new to the school in grades K-5.• Conduct record review in other grades as funding and resources become available. |
|  |   | b. Perform annual review of each student's emergency information and medical status. An emergency information card for each student shall be updated each year. (CH. 64F-6.004(1)(a), F.A.C.) |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers |  • School District will assure that all students submit an Emergency Contact/Student Data Card with current information upon school entrance.• Health team/RN will review Emergency Contact/Student Data Card for health conditions and concerns. |
| **I.** | 6. s. 381.0056(4)(a)(3), F.S. Nurse assessment | a. Perform school entry and periodic assessment of student’s health needs. (Ch. 64F-6.001(6), F.A.C.).  | DOH-Miami-Dade Miami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers   |  • Health Teams/RN will review Emergency Contact Cards  for medical status to develop a chronic condition list. • Health Teams/RN will review records of all kindergarten students and students new to the school in grade K-5.  • School Nurse (RN) will perform nursing assessments on students with actual, potential or suspected health problems.  |
|  |   | b. For day-to-day and emergency care of students with chronic or acute health conditions at school, the registered nurse (RN) develops an individualized healthcare plan (IHP). |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | • RN will develop when required and authorized by parent/legal guardian an Individual Health Care Plan• c •Develop the IHCP in collaboration with the student, parent/guardian, health care provider, school community and others as appropriate, ensure the IHCP provides directives to the school team, complies with current applicable laws and standards of practice, considers economic impact and uses standardized nursing language  |
|  |   | c. The RN utilizes the IHP to develop an emergency action plan (EAP) and/or an Emergency Care Plan (ECP) for use by unlicensed assistive personnel and school staff. |  DOH-Miami-Dade Miami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • With collaboration from school personnel and legal guardian; and health care provider the RN will create an EAP/ECP when needed, distribute EAP/ECP to appropriate staff and train those staff most likely to response to emergencies that may arise with individual students when needed. |
| **I.** | 7. s. 381.0056(4)(a)(4), F.S. Nutrition assessment | a. Identify students with nutrition related problems (Florida School Health Administrative Guidelines. May 2012, Ch. 11). |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | * Conduct record reviews and/or conduct nursing assessment of students visiting health rooms to assess BMI results to help identify students at nutritional risk who need follow-up for further evaluation.
* Refer students with nutritional related problems to a health care provider or other related resources.
* Provide nutritional education
* Follow-up and document action taken.
 |
| **I.** | 8. s. 381.0056(4)(a)(5), F.S. Preventive dental program | a. Recommended services include: Minimally - age appropriate oral health education to all grades and referral system.  |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • Conduct Dental Health classes. • The Comprehensive School Health Services in collaboration with community partners will develop a dental referral list to share with schools and the community to promote Dental Health Month • DOH-Miami-Dade Seals On Wheels Dental Program provides dental services in ten elementary schools and one middle • The Children's Trust provides preventive dental health services and education in their schools  |
|  |   | b. Mid-range - oral health screenings, fluoride varnish or rinse program (both recommended for either 2nd or 3rd grades). |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • The Children's Trust to provide oral screening to KG,1, 3, and 6grade students and Fluoride varnish to Pre- k and KG students • DOH-Miami-Dade Seals On Wheels Dental Program provides preventive dental services in ten elementary schools and one middle school  |
|  |   | c. Best practice - school-based or school-linked dental sealant program and primary dental services as available. Recommend a licensed dental professional liaison from the local Department of Health or community partner to provide screenings, preventive oral health services and referrals. |  DOH-Miami-Dade The Children's Trust | * Refer students with dental health issues to their private dentist, Medicaid providers, community health center, programs or other resources in the community.
* Provide community with direct link to Miami-dade@flhealth.gov, dadeschools.net and The Children’s Trust/211 to access available dental health resources in the community.
* Referral List provided by The Children’s Trust.
 |
| **I.** | 9. s. 381.0056(4)(a)(6-9), F.S. Provisions for screenings | a. Provide screenings and a list of all providers. Screenings: (1) Vision screening shall be provided, at a minimum, to students in grades kindergarten, 1, 3 and 6 and students entering Florida schools for the first time in grades kindergarten through 5. (2) Hearing screening shall be provided, at a minimum, to students in grades kindergarten, 1 and 6; to students entering Florida schools for the first time in grades kindergarten through 5; and optionally to students in grade 3. (3) Growth and development screening shall be provided, at a minimum, to students in grades 1, 3 and 6 and optionally to students in grade 9. (4) Scoliosis screening shall be provided, at a minimum, to students in grade 6. (Ch.64F-6.003(1-4), F.A.C.) |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | * M-DCPS will assist health care providers in creating a master schedule for all screenings.
* Send screening notification letters to parents.
* Obtain class list of students to be screened from school principal.
* Check for Opt-Out Letters, alert health team of students with Opt-Out Letters, and document and file in student’s Cumulative Health Record indicating an Opt-Out Letter was returned and the screening was not conducted.
* Make arrangements to screen students who were absent
* Record screening results in each students Cumulative Health Record.
* Send screening results data to DOH-Miami-Dade for data input in HMS
* Report and Document students unable to be screened due to illness and profound disability.
* Do not screen students who are currently under the care of medical provider and undergoing treatment report data to DOH-Miami-Dade
* Conduct vision screenings on students in grades K,1,3,6 and to new students entering Florida Schools in K-5
* Conduct Hearing Screenings on students in grades K, 1, 6 and to new students entering Florida Schools in K-5.
* Conduct Growth & Development screening with Body mass Index (BMI) in grades1, 3 and 6.
* Growth and Development screenings with BMI in grades 1, 3 , 6 will be conducted in basic satellite schools based on available resources,
* Scoliosis screenings will be conducted on students in grade 6.
* Assess if screening conduction rates for vision, hearing, BMI and scoliosis have been reached in mandated grade levels: 45% by December 31st and 95% by March 31st.
* Send screening results to DOH-Miami-Dade for data input.
 |
|  |   | b. Assist in locating referral sources for additional evaluation and/or treatment for students with abnormal screening results. Referral sources may include, but are not limited to, state contracted vision service providers (provided the student meets eligibility requirements), other service providers and local resources.(1) Provide a list of all referral providers. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | * New Vision Resource list will be updated on M-DCPS website and distributed to community partners
* MDCPS will sent to TCT the new vision resource list to distribute to providers.
* MDCPS will select two elementary schools to implement a school entry exam screening pilot project.
* MDCPS, TCT/ Health Connect and DOH-Miami-Dade School Health program will consider the school Entry Exam screening a quality improvement project
 |
|  |   | c. Establish a system to document and track screening results and referrals. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | • Utilize a tracking system to record and monitor screening results. • Follow up with screening results to increase referral outcomes to report to the DOH-Miami-Dade County. • Monitor screening data and referrals throughout the school year. • Track Complete and Incomplete screening referrals outcome.• Consult with parent/guardian as needed• Ensure students are referred appropriately and screening results and referrals are documented in the CUM. |
|  |   | d. Ensure all screening services are coded into HMS to include initial screenings, re-screenings, abnormal results/referrals, outcomes, and incomplete referrals after three attempts. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  | * Check accuracy of screening data before input.
* Enter data in HMS as stipulated by program/agency.
* MDCPS and The Children’s Trust will forward data to DOH-Miami-Dade per Agreements.
* DOH-Miami-Dade will provide technical assistance as needed.
 |
| **I.** | 10. s. 381.0056(4)(a)(10), F.S. Health counseling | a. Provide health counseling as appropriate. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • RN/ARNP/Physician/Physician Assistant/PA/Social worker will provide health counseling. • Health Team will provide school health services utilizing the Administrative Guidelines, Emergency Guidelines for Schools, Manual for School Health Facilitator, Medication Administration Guidelines, dadeschools.net/comprehensive health services and miami-dade.flhealth.gov.• Link students with suspected or confirmed health problems with community health providers. |
|  |   | b. Document health counseling in the student health record. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • Document health counseling and all health related consultation in the student's individual health record.• Follow the School Health Program Documentation Guidelines.• Maintain student’s health records as outlined in 64F-6.005 •Generate a list of health care providers in the community to be used as referral sources. |
| **I.** | 11. s. 381.0056(4)(a)(11), F.S. Referral and follow-up of suspected and confirmed health problems | a. Provide referral and follow-up of abnormal health screenings, emergency health issues, and acute or chronic health problems. |  DOH-Miami-DadeMiami-Dade County Public SchoolsThe Children's Trust (Health Connect)Community Providers  |  • Utilize a tracking system for the referral and follow-up on abnormal health findings, emergency health issues and acute and chronic health problems. • Consult with parent/guardian as needed. • Link students with failed screenings and suspected or confirmed health problems with Community Health Providers. • Refer student to medical health care provider. • Referral, Follow-up, Documentation |
|  |   | b. Coordinate and link to community health resources. |  DOH-Miami-Dade Miami-Dade County Public Schools tjethethe The Children's Trust (Health Connect) Community Providers  | * Utilize resource list of community health providers.
* Refer students with health issues to their private doctor, medical providers, community health center programs or other resources in the community.
* Provide community with direct link to miami-dade@flhealth.gov, The Children’s Trust/211 and Florida Kid Care to access available resources in the community.
 |
|  |   | c. Require child abuse reporting. (s. 1006.061, F.S.) |  DOH-Miami-Dade Miami-Dade County Public Schools thethethethe The Children's Trust (Health Connect) Community Providers  |  • Report all actual or suspected cases of child abuse, abandonment, or neglect. • Utilize the M-DCPS Crisis Team, school counselors, psychologists and social workers, to address child abuse, abandonment or neglect in the school aged child. • Provide education on Child Abuse and the Law as needed. • M-DCPS and DOH-Miami Dade will conduct annual trainings of the principals/counselors and all school staff to ensure awareness of and compliance with Florida Law regarding the reporting of suspected cases of child abuse, abandonment or neglect. • M-DCPS will provide training on child abuse curriculum• Post 1-800-96-Abuse Poster in a prominent area. |
|  |   | d. Provide referral to services to sexually exploited children including: counseling, healthcare, substance abuse treatment, educational opportunities, and a safe environment secure from traffickers (Ch. 39.001 (4) (a-d), F.S.) and report as child abuse (s.1006.061, F.S.). |  DOH-Miami-Dade Miami-Dade County Public Schools thethethe The Children's Trust (Health Connect) Community Providers  |  • Utilize Miami-Dade State Attorney's Office as a resource for training, counseling, referral services, shelter and legal assistance - Hotline 305-350-5567 • Follow MDCPS policy and procedures.  |
| **I.** | 12. s. 381.0056(4)(a)(12), F.S. Meeting emergency health needs in each school | a. Ensure written health emergency policies and protocols are maintained and include minimum provisions. (Ch. 64F-6.004(1), F.A.C.). List protocols used (i.e. Emergency Guidelines for Schools 2011 Florida Edition). | DOH-Miami-Dade MDC-PS The Children's Trust (Health Connect) Community Providers |  • Providers will ensure a written copy of policies, procedure and/or protocols on health emergencies are kept on file at the district office and school sites. • M-DCPS will ensure a process is in place to provide emergency management on-site and during school activities.• M-DCPS will ensure Student Data Cards/Emergency Contact Cards are updated at least annually. • The Providers will review Student Data Cards/Emergency Contact Cards • Providers will conduct quality checks to confirm all policies and protocols on health emergencies are available and current. • MDCPS and DOH-Miami-Dade will make available Emergency Guidelines and Manual for School Health Facilitator for all principals in public school sites. |
|  |   | b. Ensure health room staff and two additional staff in each school are currently certified in cardiopulmonary resuscitation (CPR) and first aid and a list is posted in key locations. (Ch. 64F-6.004(2&3), F.A.C.). Include on the list location and phone numbers of these staff members. | MDCPSDOH-Miami-DadeThe Children’s TrustCommunity Providers |  • M-DCPS will ensure at least 2-3 of their staff are current with CPR and First Aid certifications. • All health care providers will ensure their staff are trained in First Aid and CPR and have current certifications. • Health care providers and M-DCPS will post the names of trained CPR and First Aid staff at the following locations within each school: the health room, school office, cafeteria, gymnasium, home economics classrooms, industrial arts classroom and other areas that pose an increased potential for injuries.• Copy of First Aid & CPR certifications will be kept in the health room or office. |
|  |   | c. Assist in the planning and training of staff responsible for emergency situations. (Ch. 64F-6.004(4), F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers  |  • School Nurse on site in cooperation with the school principal/designee will assist in planning for the training of those persons who provide daily care to students who become ill during school hours. • MDCPS will arrange CPR/First Aid training sessions at school sites for staff to be currently trained and certified in First Aid and CPR. • DOH-Miami-Dade & The Children's Trust/Health Connect RN/ARNP/PA/Physician will deliver child specific trainings to staff responsible for potential student emergencies.  |
|  |   | d. The school nurse shall monitor adequacy and expiration of first aid supplies, emergency equipment and facilities. (Ch. 64F-6.004(5), F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers  |  • School nurse on site will monitor the quantity and expiration dates of first aid supplies, emergency equipment and Health Room/Suite. • School nurse will discuss with the principal the importance of monitoring First Aid supplies and emergency equipment that are to be maintained in each school.  |
|  |   | e. The school principal (or designee) shall assure first aid supplies, emergency equipment, and facilities are maintained. (Ch. 64F-6.004(6), F.A.C.) |  Miami-Dade County Public Schools  |  • Principal will be responsible for assuring that first aid supplies, emergency equipment and facilities are maintained. • Principal will be made aware through briefings of the check list of recommended first aid supplies and emergency equipment that are to be maintained in each school.  |
|  |   | f. All injuries and episodes of sudden illness referred for emergency health treatment shall be documented and reported immediately to the principal or the person designated by the principal or the acting principal. (Ch. 64F-6.004(7), F.A.C.) | DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers |  •Providers of school health services will document and report to the principal all injuries and illnesses that require emergency treatment |
|  |   | g. It is the responsibility of each school that is a member of the Florida High School Athletic Association to: 1) have an operational automatic external defibrillator (AED),2) ensure employees expected to use the AED obtain appropriate training, and3) and register the AEDs with the county emergency medical services director. (s. 1006.165, F.S.) | DOH-Miami-Dade Miami-Dade County Public Schools | * M-DCPS to offer AED training sessions at school sites for staff to be currently trained and certified.
* M-DCPS is responsible for posting the names of trained CPR/AED and First Aid staff at the following locations within each school: the health room, school office, cafeteria, gymnasium, home economics, classrooms, industrial arts classroom and other areas that pose an increased potential for injuries.
* M-DCPS is responsible for an operational (AED) in schools.
* Follow the district protocol.
 |
| **I.** | 13. s. 381.0056(4)(a)(13), F.S. Assist in health education curriculum | a. Collaborate with schools, health staff and others in health education curriculum development. |  DOH-Miami-Dade Miami-Dade County Public SchoolsThe Children's Trust (Health Connect) Community Providers | * DOH-Miami-Dade and the Children’s Trust/Health Connect staff will collaborate with M-DCPS personnel in health education curriculum development.
 |
| **I.** | 14. s. 381.0056(4)(a)(14), F.S. Refer student to appropriate health treatment | a. Use community or other available referral resources. |  DOH-Miami-Dade Miami-Dade County Public Schools hThe Children's Trust (Health Connect) Community Providers  | * Generate a list of health/mental care providers in the community that can be used as referral sources.
* Refer and follow up with parents on community and other available resources that are available to meet student’s health care needs.
* Refer, follow up, document.

  |
|  |   | b. Assist in locating referral sources for Medicaid eligible or underinsured students (community health and social service providers). |  DOH-Miami-DadeMiami-Dade County Public Schools xxxxxxxxxxxThe Children's Trust (Health Connect)Community Providers  |  • Research referral resources in the community to meet the needs of underinsured students. • Utilize as a resource, the Federally Qualified Health Centers, for underinsured students with health needs. • Make use of The Children’s Trust 211 helpline for information and referrals for students and their family. • Make use of Miami Lighthouse/Heiken Children's and Florida Kid Care as a referral resource for children. • Refer, follow up and document. |
| **I.** | 15. s. 381.0056(4)(a)(15), F.S. Consult with parents or guardian regarding student’s health issues | a. Provide consultation with parents, students, staff and physicians regarding student health issues. (Ch. 64F-6.001(1), F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxxxx The Children's Trust (Health Connect) Community Providers  |  • The school health staff upon identification of student’s health issues will consult with parent /guardian, staff and physician and provide appropriate intervention for students with health needs. • Communicate with parent/guardian by telephone, in writing, or through personal contact concerning a student’s health problem or suspected health problem.• Maintain documentation of consultations held.  |
| **I.** | 16. s. 381.0056(4)(a)(16), F.S. Maintain health-related student records | a. Maintain a cumulative health record for each student that includes required information. (Ch. 64F-6.005(1), F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxx The Children's Trust (Health Connect) Community Providers  | * School principal will designate a staff member to maintain a cumulative health record for each student.
* Health teams will document relevant information on the cumulative health record according to Chapter64F-6005(1), F.A.C
* Immunization status and certification
* Health history, including any chronic conditions and treatment plan
* Screening, referrals, follow-up and corrective action
* Health examination report
* Documentation of injuries and documentation of episodes of sudden illness referred for emergency health care.
* Documentation of student’s Emergency Action Plan.
* Documentation of student’s consultations with school personnel, students, parents, guardians or service providers about a student’s health problem, recommendations made and results.
* Documentation of physician’s orders and parental permission to administer medication or medical treatments given in school.
* If applicable, it should be noted in the student cumulative health record that a separate record of health information exists.
 |
|  |   | b. Maintain student health records per s. 1002.22, F.S. (Ch. 64F-6.005(2), F.A.C.) |  MDOH-Miami-Dade Miami-Dade County Public Schools xxxxxxxxxxxxxxxxxx The Children's Trust (Health Connect) Community Providers  |  • Ensure records with confidential student health information, created by a licensed health or mental health care professional or their designee, are not part of the student cumulative health record. • Documentation of student's consultations with school personnel, students, parents, guardians or service providers about a student's health problem, • Maintain secure, web based, electronic health record • Maintain confidential professional treatment record, or similar file, in a locked file cabinet in a secure location. • Ensure professional treatment records can be individually retrievable, used only in conjunction with the provision of health services, and/or stored and released according to the provisions of FERPA. • Utilize a system for transferring student treatment records from one school to the other.  |
| **I.** | 17. s. 381.0056(4)(a)(17), F.S. Provision of health information for Exceptional Student Education (ESE) program placement | a. Provide relevant health information for ESE staffing and planning according Ch. 6A-6.0331 and 64F-6.006, F.A.C.  |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxxx The Children's Trust (Health Connect) Community Providers |  • Ensure health information is provided as needed by the school health nurses regarding the consideration and placement of students in exceptional student programs and the re-evaluation at periodic intervals of students placed in related programs. • Exceptional Student Education Program will consult with the DOH-Miami Dade School Health Services Program, The Children's Trust (Health Connect) and/or other school health service providers, as needed. Provide a current vision and hearing screening result and a review of the student health records to ensure that physical health problems are considered in student placements.  |
| **I.** | 18. s. 381.0056(5)(a)(18), F.S.  | a. Notification to the local nonpublic schools of the school health services program and the opportunity for representatives of the local nonpublic schools to participate in the development of the cooperative health services plan. |  DOH-Miami-Dade  |  • Develop a current listing for all Non-Public Schools in Miami-Dade County. • Contact all known non-public schools in the county through an information letter describing the school health services program, pertinent Florida Statutes, and roles and responsibilities should they choose to participate in the local School Health Services Program. |
|  |   | b. A nonpublic school may request to participate in the school health services program provided they meet requirements pursuant to s. 381-0056(5)(a)-(g), F.S. | DOH-Miami-Dade   |  • Inform non-public schools requesting to participate in the school health services program of the requirements stated in s. 381.0056 (5) (a)-(g) F.S.• Inform non-public schools that they are obligated to meet the intent of Florida Statutes regarding immunization and physical exam compliance, parent notification, and health records maintenance. |
| **I.** | 19. s. 381.0056(6)(a), F.S. The district school board shall include health services and health education as part of the comprehensive plan for the school district. | a. School-based health services are provided to public school children in grades pre-kindergarten through twelve. Health services are provided to public charter schools, based upon the charter, local contracts, and agreements. Counties offer school health services to private schools, based upon their participation in the School Health Services Plan, and the availability of staff and local resources. (Florida School Health Administrative Guidelines. May 2012, Section I-2). |  DOH-Miami-Dade Miami-Dade County Public Schools |  • School health services provider health teams will provide services in grades Pre-K through 12. • DOH-Miami-Dade will provide consultation and technical support to private schools upon request and available resources. |
|  |   | b. Describe how CHD staff will assist school personnel in health education curriculum development. Since the CHD staff includes health professionals with expertise in many disciplines, they should be considered a primary resource for topics related to student health and wellness. County health department staff may serve as content and curriculum experts in their particular specialty (i.e. dental health, nutrition, hygiene and communicable disease prevention, injury prevention, human growth and development, sexually transmitted diseases, and other health topics relevant to school-age children and adolescents). (Florida School Health Administrative Guidelines. May 2012, Section III, Ch.15-1). |  DOH-Miami-Dade The Children’s Trust/Health Connect  |  • DOH-Miami-Dade School Nurses, The Children's Trust/ Health Connect will share resources with MDCPS personnel, • DOH-Miami-Dade nurses and The Children's Trust/ Health Connect RN/ARNP/ physician/PA will assist school personnel with health education classes. • The Children's Trust/Health Connect will collect and report group health services data • DOH-Miami Dade, The Children's Trust/Health Connect will refer school staff to miami-dade@flhealth.gov, cdc.gov, and www.Health Teacher.com to access available health resources. |
| **I.** | 20. s. 381.0056(6)(b), F.S. The district school board shall provide in service health training for school personnel. | a. Please list providers of in service health training for school personnel. |  Miami-Dade County Public Schools |  The School District, PE teachers, DOH-Miami-Dade School nurses, The Children's Trust/Health Connect, health care providers, MDCPS Speaker's Bureau. |
| **I.** | 21. s. 381.0056(6)(c), F.S. The district school board shall make available adequate physical facilities for health services. | a. Health room facilities in each school will meet DOE requirements. (State Requirements for Educational facilities, December 2012 and/or State Requirements for Existing Educational Facilities 2012). |  Miami-Dade County Public Schools |  • Make principles aware through briefings of the mandates regarding adequate health room space and minimum health room specifications for the provision of health services. • Encourage new and renovated school facilities meet minimum health room specifications. |
| **I.** | 22. s. 381.0056(6)(d), F.S. The district school board shall, at the beginning of each school year, provide parents with information concerning ways that they can help their children to be physically active and eat healthful foods.  | a. List programs and/or resources to be used. |  Miami-Dade County Public Schools |  DOH-Miami-Dade, The Children's Trust/Health Connect, providers, The Children's Trust 211, community providers, MDCPS Wellness Committee |
| **I.** | 23. s. 381.0056(6)(e), F.S. The district school board shall inform parents or guardians in writing at the beginning of each school year of the health services provided. | a. Provide the opportunity for parents or guardians to request an exemption in writing. |  Miami-Dade County Public Schools |  • Follow MDCPS written plan which includes procedures for notifying parents of school health services provided and the opportunity for the parent/guardian to request an exemption in writing.  |
|  |   | b. Obtain parent permission in writing prior to invasive screening. |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxx The Children's Trust (Health Connect) Community Providers  |  • MDCPS will send home consent forms with students explaining screenings to be performed and procedure on requesting an exemption for their child.  |
| **I.** | 24. s. 1003.22(1), F.S. Each district school board shall require that each child who is entitled to admittance to kindergarten, or is entitled to any other initial entrance into a public school in this state, present a certification of a school-entry health examination performed within 1 year prior to enrollment in school. | a. The school health plan shall include initial school entry health examination policy. (Ch. 64F-6.002(2)(f), F.A.C.) Note: Reference policy to Ch. 6A-6.024, F.A.C. |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxx The Children's Trust (Health Connect) Community Providers  |  • Principal/designee to follow MDCPS written policy for School Entry Health Examination. • School staff will receive yearly training updates on school policy for school Entry Health Examination. • DOH-Miami-Dade and The Children's Trust (Health Connect) health teams will receive training/update on School Entry Health Examination policy as needed • TB screening requirement, TB risk assessment for students new to MDCPS |
| **I.** | 25. s. 1003.22(4), F.S. Each district school board shall establish and enforce as policy that, prior to admittance to or attendance in a public school, grades kindergarten through 12, or any other initial entrance into a Florida public school, each child present or have on file with the school a certification of immunization for the prevention of those communicable diseases for which immunization is required by the Department of Health. | a. The school health plan shall include immunization policies in each school that comply with Ch. 64D-3.046, F.A.C. (Ch. 64F-6.002(2)(e), F.A.C.). Each public school, including public kindergarten, and each private school, including private kindergarten, shall be required to provide to the local Department of Health director or administrator annual reports of compliance with the provisions of this section per s. 1003.22 (8) F.S. |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxxxxxxxxxxxx The Children's Trust (Health Connect) Community Providers  |  • Enforce immunization policy and procedures for all grades through use of letters/notification and exclusion.• Identify children in need of immunizations, refer to medical home, provide services, and follow-up.• DOH-Miami Dade will Inform public and private school, including public and private kindergarten programs on the requirements to submit upon request an annual report of compliance with immunization for kindergarten and 7th grade students. • State Bureau of Immunization (BOI) program will conduct random sample audits of immunization records annually. • Notify each principal of students with temporary immunizations of the need to make sure students are in compliance with state mandates. |
| **I.** | 26. s. 1003.22(9), F.S. The presence of any of the communicable diseases for which immunization is required by the Department of Health in a Florida public or private school shall permit the county health department director or administrator or the State Health Officer to declare a communicable disease emergency. | a. The school health plan shall include communicable disease policies. (Ch. 64F-6.002(2)(d), F.A.C.) Note: Policies need to provide for interagency coordination during suspected or confirmed disease outbreaks in schools. |  DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers  |  •All providers will adhere to s. 1003.22(9), F.S.: The presence of any of the communicable diseases for which immunization is required by the Department of Health in a Florida public or private school shall permit the county health department director or administrator or the State Health Officer to declare a communicable disease emergency. The declaration of such emergency shall mandate that all students in attendance in the school who are not in compliance with the provisions of this section be identified by the district school board or by the governing authority of the private school; and the school health and immunization records of such children shall be made available to the county health department director or administrator. Those children identified as not being immunized against the disease for which the emergency has been declared shall be temporarily excluded from school by the district school board, or the governing authority of the private school, until such time as is specified by the county health department director or administrator. |
| **I.** | 27. s. 1006.062(1)(a), F.S. Each district school board shall include in its approved school health services plan a procedure to provide training, by a licensed registered nurse, a practical nurse, a physician or a physician assistant (pursuant to chapter 458 or 459), to the school personnel designated by the school principal to assist students in the administration of prescribed medication. | a. Include provisions in the procedure for general and student-specific administration of medication training.  |  DOH-Miami-Dade Miami-Dade County Public Schools e The Children's Trust (Health Connect) Community Providers  |  • Follow the MDCPS Policies for Medication Administration • Utilize a standardized training manual to train designated school personnel on medication administration and to minimize medication risks. • Research best practice curricula to provide up to date trainings. • Increase outreach efforts to schools that have not participated in trainings for more than two years. • •DOH-Miami-Dade/ TCT/Health Connect to provide child specific training to UAP. |
| **I.** | 28. s. 1006.062(1) (b), F.S. Each district school board shall adopt policies and procedures governing the administration of prescription medication by district school board personnel. | a. The school district medication policy will be reviewed annually and updated as necessary to ensure student safety. |  DOH-Miami-Dade Miami-Dade County Public Schools  |  • Review on a yearly basis; the Medication Administration Policy and Procedure. • Include a copy of the Medication Policy and Procedure in the Manual for School Health Facilitator.  |
|  |   | b. The school district medication policy will address the use of designated school staff for medication administration and be consistent with delegation practices per Ch. 64B9-14, F.A.C. |  DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers  |  • School district’s licensed professional registered nurse will continue to provide medication training two times a year for Unlicensed Assistive Personnel (UAP) in schools. • Records of trainings are maintained. • The principal will designate the trained UAP to administer medication in the schools.• DOH-Miami-Dade and The Children’s Trust nurses on school site will continue to provide medication administration QA/QI.  |
|  | 29. s. 1002.20(3)(h), F.S. Students with asthma whose parent and physician provide approval may carry a metered dose inhaler on their person while in school. | a. Develop and implement an Individualized Healthcare Plan (IHP) and Emergency Action Plan (EAP) to ensure safe use of inhaler by student. |  DOH-Miami-Dade Miami-Dade County Public Schools x xxxxxx The Children's Trust (Health Connect) Community Providers  |  • Continue to follow school district policy and procedures for students with asthma to practice self-medication and self-care. • Ensure the Authorization for Medication/Emergency Action Plan clearly states that the child was trained and is allowed to carry the medication and has been signed by the physician and the parent. • DOH-Miami Dade and The Children's Trust/ Health Connect RN and ARNP will develop an IHCP, asthma emergency action plan/Emergency care plan with input from the medical provider parent, students and school staff. • Child specific training will be provided as needed. • Provide training to school personnel levels I, II and III • If student is unable to self-care and manage health condition refer for 504 consideration or accommodation.  |
|  | 30. s. 1002.20(3)(i), F.S. A student who is at risk for life-threatening allergic reactions may carry an epinephrine auto-injector and self-administer while in school, school-sponsored activities, or in transit if written parental and physician authorization has been provided.  | a. For students with life threatening allergies, the RN shall develop an annual IHP that includes an EAP, in cooperation with the student, parent/guardians, physician, and school staff. The IHP shall include child-specific training to protect the safety of all students from the misuse or abuse of auto-injectors. The EAP shall direct that 911 will be called immediately for an anaphylaxis event and have a plan of action for when the student is unable to perform self-administration of the epinephrine auto-injector. (Ch. 6A-6.0251, F.A.C.) |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxxxxxxx x The Children's Trust (Health Connect) Community Providers  |  • Continue to follow the district policy and procedures for students with life- threatening allergies practicing self-medication and self-care.• Ensure the Authorization for Medication clearly states that the child was trained and is allowed to carry the medication and has been signed by the physician and the parent.• Ensure Severe Allergy emergency Action Plan is completed and signed by medical provider and parent.• DOH-Miami-Dade, The Children's Trust/Health Connect RN and ARNP to develop an IHCP, Emergency Action Plan/Emergency Care Plan with input from the medical provider, parent, student and school staff. • Child specific training will be provided as needed. • Provide training to school personnel levels I, II and III • If student is unable to self-care and manage health condition refer for 504 consideration or accommodation  |
|  | 31. s. 1002.20(3)(i)(2), F.S. A public school may purchase a supply of epinephrine auto-injectors from a wholesale distributor or manufacturer as defined in s. 499.003 for the epinephrine auto-injectors at fair-market, free, or reduced prices for use in the event a student has an anaphylactic reaction. The epinephrine auto-injectors must be maintained in a secure location on the public school’s premises. The participating school district shall adopt a protocol developed by a licensed physician for the administration by school personnel who are trained to recognize an anaphylactic reaction and to administer an epinephrine auto-injection.  | a. If the school district has chosen to maintain supplies of epinephrine auto-injectors, a standing order and written protocol has been developed by a licensed physician and is available at all schools where the epinephrine auto-injectors are stocked.  |  Miami-Dade County Public Schools  | MDCPS attorney advised that the MDCPS is not participating in having epinephrine on hand. |
|  | 32. s. 381.88, F.S. Educational training programs required by this section must be conducted by a nationally recognized organization experienced in training laypersons in emergency health treatment or an entity or individual approved by the department. The curriculum must include at a minimum:(a) Recognition of the symptoms of systemic reactions to food, insect stings, and other allergens; and(b) The proper administration of an epinephrine auto-injector.  | a. Ensure that school staff that are designated by the principal (in addition to school health staff in the school clinic) to administer stock epinephrine auto-injectors (not prescribed to an individual student) are trained by a nationally recognized organization experienced in training laypersons in emergency health treatment or an entity approved by the Department of Health. |  Miami-Dade County Public Schools xxxxx  | MDCPS attorney advised that the MDCPS is not participating in having epinephrine on hand. |
|  | 33. s. 1002.20(3)(j), F.S. Students with diabetes that have physician and parental approval may carry their diabetic supplies and equipment and self-manage their diabetes while en route to and from school (bus), in school or at school sponsored activities. The written authorization shall identify the diabetic supplies, equipment and activities the student is capable of performing without assistance for diabetic self-management, including hypoglycemia and hyperglycemia. | a. Maintain a copy of the current physician's diabetes medical management plan, and develop and implement an IHP and ECP to ensure safe self-management of diabetes pursuant to Ch. 6A-6.0253, F.A.C. |  DOH-Miami-Dade Miami-Dade County Public Schools tThe Children's Trust (Health Connect) Community Providers  | * Follow the district policy and procedures for students with diabetes to practice self-medication and self-care.
* Ensure the authorization for medication clearly states that the child was trained and is allowed to carry the medication and has been signed by both the physician and the parent,
* Diabetes medical management plan treatment/authorization is to be completed by the medical provider and provided by the parent/guardian to the school.
* DOH-Miami-Dade and Health Connect RN and ARNP to develop and implement an individualized Health Care Plan/Emergency Care Plan
* Provide child specific training as needed.
* Provide training to school personnel levels I, II and III
* If student is unable to self-care and manage health condition refer for 504 consideration or accommodation.
 |
|  | 34. s. 1002.20(3)(k), F.S. A student who has experienced or is at risk for pancreatic insufficiency or who has been diagnosed as having cystic fibrosis may carry and self-administer a prescribed pancreatic enzyme supplement while en-route to and from school (bus), in school or at school sponsored activities if the school has been provided with authorization from the student’s parent and prescribing practitioner.  | a. Develop and implement an IHP and ECP for management of the conditions requiring pancreatic enzyme supplements and to ensure that the student carries and self-administers such supplements as prescribed by the physician pursuant to Ch. 6A-6.0252, F.A.C. |  DOH-Miami-Dade Miami-Dade County Public Schools The Children's Trust (Health Connect) Community Providers  |  • School district will follow policy and procedures for students with Cystic Fibrosis practicing self-medication and self-care. • Authorization for medication should clearly state that student was trained and may carry and self-administer the medication. • Medication Authorization Form should be signed by the physician and the parent. • DOH-Miami Dade and The Children's Trust/ Health Connect RN and ARNP to develop and implement an Individualized Health Care Plan / Emergency Action Plan for students with Cystic Fibrosis. • Provide training to school personnel levels I, II and III • If student is unable to self-care and manage health condition refer for 504 consideration or accommodation  |
| **I.** | 35. s. 1006.062(4), F.S. Nonmedical assistive personnel shall be allowed to perform health-related services upon successful completion of child specific training by a registered nurse or advanced registered nurse practitioner, physician or physician assistant. | a. Document health related child-specific training by an RN for delegated staff. The delegation process shall include communication to the UAP which identifies the task or activity, the expected or desired outcome, the limits of authority, the time frame for the delegation, the nature of the supervision required, verification of delegate’s understanding of assignment, verification of monitoring and supervision per Ch. 64B9-14.002(3), F.A.C. The documentation of training and competencies should be signed and dated by the RN and the trainee. |   |  • Ensure the definition of a Unlicensed Assistive Personnel (UAP) is shared with schools and providers of school health; Unlicensed Assistive Personnel (UAP) are persons who do not hold licensure from the Division of Health Quality Assurance of the Department of Health but who have been assigned to function in an assistive role to registered nurses or licensed practical nurses in the provision of patient care services through regular assignments or delegated tasks or activities and under the supervision of a nurse. • RN will use their nursing judgment in considering the suitability of the task or activity to be delegated |
|  |   | b. Use of nonmedical assistive personnel shall be consistent with delegation practices per Ch. 64B9-14, F.A.C. and per the Technical Assistance Guidelines - The Role of the Professional School Nurse in the Delegation of Care in Florida Schools (Rev. 2010). |  DOH-Miami-Dade Miami-Dade County Public SchoolsThe Children's Trust (Health Connect) Community Providers  | * Monitor and assure that all health care professionals providing health services have their licenses, training and education documented.
* Monitor and assure that all trainings for non-medical assistant personnel are documented and that procedures for delegation functions are followed as delineated in these standards.
* Child specific training delegation checklist is signed and filed in student’s health treatment record.
 |

|  |
| --- |
| **PART II: COMPREHENSIVE SCHOOL HEALTH SERVICES (CSHSP)** |
| **II.** | 1. s. 381.0057(6), F.S. The services provided by a comprehensive school health program must focus attention on promoting the health of students, reducing risk-taking behavior, and reducing teen pregnancy. Services provided under this section are in addition to the services provided under s. 381.0056, F.S. and are intended to supplement, rather than supplant, those services. | a. Use annual schedule C funding allocations (General Appropriations Act) provided to designated county health departments (local Department of Health) for comprehensive school health programs that provided basic school health services as specified in Part I of this plan and promote student health, reduce risk-taking behaviors, and reduce teen pregnancy. |  DOH-Miami-Dade |  • Conduct monthly meetings with Budget Liaison to review and discuss spending allocations and projections. • Recruit and hire staff timely to help guarantee all positions are occupied for the provision of providing school health services in comprehensive school health project schools. • Develop a plan that fosters keeping positions staffed to help ensure all allocated funding is spent • Provide comprehensive health services in selected schools with a high incidence of medically underserved high-risk children, low birth weight babies, infant mortality, or teenage pregnancy. |
| **II.** | 2. s. 381.0057(6), F.S. Promoting the health of students. | a. Provide in-depth health management, interventions and follow-up through the increased use of professional school nurse staff. |  DOH-Miami-Dade |  • School health nurse (RN) will provide evaluation and intervention services to students who exhibit mild to severely complex health, behavioral or other health related learning problems affecting their school performance. • The school nurse will provide the following in addition to basic school health services: activities that support health promotion, reducing risk-taking behavior and reducing teen pregnancy.  |
|  |   | b. Provide health activities that promote healthy living in each school. |  DOH-Miami-Dade |  • Implement strategies from District Wellness Plan. • Assist with planning extracurricular health promotion activities. • Identify nutritional improvements needed and promote their adoption. |
|  |   | c. Provide health education classes. |  DOH-Miami-Dade |  • Provide classes on a range of health topics including general health, injury prevention, safety, nutrition, physical activity, violence prevention, conflict resolution, child abuse, alcohol, tobacco and other drug abuse, suicide prevention, HIV, STD, pregnancy prevention and human sexuality. |
| **II.** | 3. s. 381.0057(6), F.S. Reducing risk-taking behavior. | a. Provide or coordinate counseling and referrals to decrease substance abuse. |  DOH-Miami-Dade |  • Implement a coordinated effort to identify, provide and/or refer for counseling students who are engaging in or at-risk of engaging in high-risk behavior.• Educate School Staff to recognize signs of substance abuse. |
|  |   | b. Provide or coordinate counseling and referrals to decrease the incidence of suicide attempts. |  DOH-Miami-Dade |  • Adhere to MDCPS procedures for Suicide Prevention as outlined in the Crisis Management manual for students that are identified with risk factors associated with suicide. • Provide age appropriate classes on suicide risk identification and prevention. • Complete a safety plan for any student in any stage of suicidal behavior. • Identify/address feelings that precede suicidal thoughts/behavior i.e. depression, anxiety, feelings of being overwhelmed in students. • Train teachers and staff to recognize signs/symptoms and make referrals to Social Workers/Counselors.• Make referrals as needed to M-DCPS counselors or social workers. |
|  |   | c. Provide or coordinate health education classes to reduce the incidence of substance abuse, suicide attempts and other high risk behaviors. | DOH-Miami-Dade  |  • Maintain list of all mental health providers delivering health education at the school site. |
| **II.** | 4. s. 381.0057(6), F.S. Reducing teenage pregnancy. | a. Identify and provide interventions for students at risk for early parenthood. |  DOH-Miami-Dade MDCPS | • Establish and maintain working relationships with school staff to identify risky behaviors and implement the Pregnancy Prevention Education program for students. • Teach age appropriate segments of Human Growth and Development. |
|  |   | b. Provide counseling and education of teens to prevent and reduce involvement in sexual activity. |  DOH-Miami-Dade |  • Teach the Human Growth & Development Curriculum; and provide STD education, as well as problem solving skills, decision-making skills, self-esteem, and the consequences of sexual involvement.• Address high risk sexual behavior. |
|  |   | c. Collaborate with interagency initiatives to prevent and reduce teen pregnancy. |  DOH-Miami-Dade MDCPS Community Partners |  • Collaborate with identified responsible agencies to identify and provide interventions for students at risk for early parenthood. |
|  |   | d. Facilitate the return to school after delivery and provide interventions to decrease repeat pregnancy. |  DOH-Miami-Dade MDCPS The Children's Trust (Health Connect) Community Partners |  • Maintain and/or establish sharing and collaborative partnerships with providers of comprehensive intervention services. • Maintain records of referrals for comprehensive intervention services. Include community health providers under contract with The Children’s Trust (Health Connect).• Refer pregnant students to Healthy Start. |
|  |   | e. Refer all pregnant students who become known to staff for prenatal care and Healthy Start services, in accordance with s.743.065, F.S.  |  DOH-Miami-Dade MDCPS The Children's Trust (Health Connect) Community Partners |  Refer to The Children's Trust Home Visitation by Family Coach Initiative and/or Health Connect and Healthy Start Coalition of Miami-Dade. |
| **II.** | 5. s. 381.0057(5), F.S. A parent may, by written request, exempt a child from all or certain services provided by a school health services program described in subsection (3). | a. Provide a description of the mechanism for parental exemption of the child from all or certain services and describe the process of informing parents of this right. |  DOH-Miami-Dade MDCPS |  • Follow M-DCPS’ written plan which includes procedures for notifying parents of services provided. • School will provide students with information to take home to parent/guardian describing health services that will be offered and the option to Opt-Out if refusing any or all of the health services.  |

|  |
| --- |
| **PART III: HEALTH SERVICES FOR FULL SERVICE SCHOOLS (FSS)**  |
| **III.** | 1. s. 402.3026(1), F.S. The State Board of Education and the Department of Health shall jointly establish full-service schools (FSS) to serve students from schools that have a student population at high risk of needing medical and social services. | a. Designate full service schools based on demographic evaluations. |  DOH-Miami-Dade MDCPS |  • Execute annual contract between DOH-Miami-Dade/ M-DCPS.• Both agencies will jointly oversee the entire Full Service School initiative. • Continue to re-assess schools that should be designated as a Full Service School. • Consider other schools that would benefit from receiving Full Service Schools services: student population at high risk of needing medical and social services. |
|  |   | b. Schedule C funding allocations (General Appropriations Act) provided to county health departments will be used to provide basic and specialized services in full service schools. |  DOH-Miami-Dade MDCPS |  • Conduct monthly meetings with Budget Liaison to review and discuss spending allocations and projections. • Provide M-DCPS with allocated funding. • Utilize dedicated funding for Full Services Schools activities. |
| **III.** | 2. s. 402.3026(1), F.S. The full-service schools must integrate the services of the Department of Health that are critical to the continuity-of-care process. | a. Local Departments of Health and school districts will plan and coordinate FSS program services. |  DOH-Miami-Dade MDCPS |  • Schedule meetings to plan and coordinate the delivery of school health services in FSS • Ensure all school health providers are delivering Basic school health services per Florida statute 381.0056, in addition to school-based health and social services per Florida statute, section 402.3026• Provide leadership to and acts as a point of contact for school health providers in FSS.• Facilitates FSS coordination between school health providers, volunteers and schools. |
| **III.** | 3. s. 402.3026(1), F.S. The Department of Health (DOH) shall provide services to these high-risk students through facilities established within the grounds of the school. | a. DOH professionals shall provide specialized services as an extension of the educational environment that may include: nutritional services, basic medical services, aid to dependent children, parenting skills, counseling for abused children, counseling for children at high risk for delinquent behavior and their parents, and adult education. |  DOH-Miami-Dade MDCPS |  • Ensure providers are delivering Basic school health services and making provisions to provide specialized services, through partnerships, to students and families as an extension of the educational environment. Services may include, but are not limited to:  o Nutritional services  o Basic medical services o Economic services  o Parenting skills o Counseling for abused children o Counseling for children at high risk  o Counseling for parents of at-risk children o School health nursing services• Seek partners to co-locate and volunteer services at school sites. |
|  |   | b. Develop local agreements with providers and/or partners for in-kind health and social services on school grounds. |  School Health Coordinator/ MDCPS Health Coordinator/DOH-Miami-Dade The Children's Trust (Health Connect) Community providers |  • Collect and report service utilization data to DOH-Miami-Dade on a monthly basis, including the number of hours provided in-kind by local providers. • Ensure all local partner agreements are stipulated in a contract. • Ensure all FSS staff services are being reported and entered in HMS timely. |

|  |
| --- |
| **PART IV: OTHER REQUIREMENTS** |
| **IV.** | 1. s. 381.0059, F.S. Pursuant to the provisions of chapter 435, any person who provides services under a school health services plan pursuant to s. 381.0056, F.S. must meet level 2 screening requirements as described in s. 435.04, F.S. A person may satisfy the requirements of this subsection by submitting proof of compliance with the requirements of level 2 screening conducted within 12 months before the date that person initially provides services under a school health services plan. | a. Collaborate with school district to ensure district background screening policies per s. 1012.465, F.S., do not result in duplicate or conflicting background screening requirements for staff providing school health services. |  DOH-Miami-Dade Miami-Dade County Public Schools xxxxxxx The Children's Trust (Health Connect) Community Providers  |  • Ensure Level 2 background screenings have been conducted on all staff hired to provide school health services have been cleared before staff provide school health services in schools. • Follow school district established policies and procedures to ensure that only individuals who have undergone a background screening and have been approved to come on campus are allowed access on school grounds when students are present, or to have direct contact with students, or to have access or control over school funds.  |
| **IV.** | 2. s. 381.0056(4)(a)(19), F.S. Immediate notification to a student’s parent, guardian, or caregiver if the student is removed from school, school transportation, or a school-sponsored activity and taken to a receiving facility for an involuntary examination pursuant to s. 394.463, including the requirements established under ss. 1002.20(3), F.S. and 1002.33(9), F.S., as applicable. | The school health services plan shall include policies and procedures for implementing the requirements of:s. 381.0056(4)(a)(19), F.S., s. 1002.20(3), F.S., and s. 1002.33(9), F.S. that must be followed when a student is removed for involuntary examination. |  DOH- Miami-DadeMiami-Dade County Public SchoolsThe Children’s Trust(Health Connect)Community Providers  | * MDCPS will review, revise and update Clinical Services Procedure Manual, Baker Act Policies and Procedures to implement the requirements of s.3810056(4)(a)(19)
* MDCPS will inform administrators of the requirements of s.381.0056(4)(a)(19) via weekly briefing
* MDCPS will provide professional development training for student services personnel.
* DOH-Miami-Dade and The Children’s Trust will provide professional development training to school health program employees on the new statutory requirements following the revised clinical services procedural handbook, Baker Act Policies and Procedures.
 |