

Some students need special health services in order to participate in the educational program. These students shall receive special health services in accordance with their educational program.

A. Definitions

“Assignment and delegation” - occurs when licensed health professional, in collaboration with the education team, determine the special health services to be provided and the qualifications of individuals performing the health services. Primary consideration is given to the recommendation of the licensed health professional. Each designation considers the student’s special health service. The rationale for the designation is documented.

“Co-administration” - the eligible student’s participation in the planning, management and implementation of the student’s special health service and demonstration of proficiency to licensed health professional.

“Educational program” - includes all school curricular programs and activities both on and off school grounds.

“Education team” - may include the eligible student, the student’s parent, administrator, teacher, licensed health professional, and others involved in the student’s educational program.

“Health assessment” - health data collection, observation, analysis, and interpretation relating to the eligible student’s educational program.

“Health instruction” - education, training, or delegation of procedures by licensed health professional to prepare qualified designated personnel to deliver and perform special health services contained in the eligible student’s health plan. Documentation of education or training and periodic updates shall be on file at school.

“Individual health plan” - the confidential, written, preplanned and ongoing special health service in the educational program. It includes assessment, planning, implementation, documentation, evaluation, and a plan for emergencies. The plan is updated as needed. Licensed health professional develop this written plan with the education team.

“Licensed health professional” - includes licensed registered nurse, licensed physician, and other licensed health professional legally authorized to provide special health services and medications.

“Prescriber” - licensed health professional legally authorized to prescribe special health services and medications.

“Qualified designated personnel” - persons instructed, supervised, and competent in implementing the eligible student’s health plan.

“Special health services” - includes, but is not limited to, services for eligible students whose health status (stable or unstable) requires:

- interpretation or intervention
- administration of health procedures and health care, or
- use of a health device to compensate for the reduction or loss of a body function

“Supervision” - the assessment, delegation, evaluation and documentation of special health services by licensed health professional. Levels of supervision include situations in which licensed health professional are:

- physically present.
  - available at the same site.
  - available on call.
- B. Licensed health professional shall provide special health services under the auspices of the school. Duties of the licensed professional include the duty to:
- participate as a member of the education team.
  - provide the health assessment.
  - plan, implement, and evaluate the written individual health plan and update as necessary.
  - plan, implement, and evaluate special emergency health services.
  - serve as liaison and encourage participation and communication with health service agencies and individuals providing health care.
  - provide health consultation, counseling, and instruction to the student, the student's parent, and the staff in cooperation and conjunction with the prescriber.
  - maintain a record of special health services. The documentation includes the student's name, special health service; prescriber or person authorizing; date and time; the signature of the person providing the special health service; and any unusual circumstances in the provision of such services.
  - report unusual circumstances to the parent, school administration, and prescriber.
  - assign, delegate, instruct, provide technical assistance and supervise qualified designated personnel.
  - update knowledge and skills to meet special health service needs.
- C. Prior to the provision of special health services the following shall be on file:
- written statement by the prescriber detailing the specific method and schedule of the special health service, when indicated to include related diagnosis and ICD 10 codes.
  - written statement by the student's parent requesting the provision of the special health service.
  - written report of the preplanning staffing or meeting of the education team.
  - written individual health plan.
- D. Licensed health professional(s), in collaboration with the education team, shall determine the special health services to be provided and the qualifications of individuals performing the special health services. The documented rationale shall include the following:
- analysis and interpretation of the special health service needs, health status stability, complexity of the service, predictability of the service outcome, and risk of improperly performed service.
  - determination that the special health service, task, procedure, or function is performed by an employee who has been trained and has been determined to be competent to perform that task.
  - determination of the assignment and delegation, based on the student's needs.
  - review of the designated person's competency; and as inserviced and delegated by school nurse.
  - determination of initial and ongoing level of supervision required to ensure quality services.
- E. District employed licensed health professional(s) shall supervise the special health services, define the level of supervision, and document the supervision.

- F. Licensed health professional(s) shall instruct qualified designated personnel to deliver and perform special health services contained in the health plan. Documentation of instruction and periodic updates shall be on file at school.
- G. Parents shall provide the usual equipment, supplies, and necessary maintenance for such. The equipment shall be stored in a secured area. Titles of personnel responsible for the equipment shall be designated in the individual health plan.

Approved: 07/93

Reviewed: 07/18/16  
11/15/21

Revised: 01/10/00  
07/13/15