

School Nurse News

STEP UP & BE COUNTED DATA DUE AT THE END OF THE YEAR



The end of the year is coming around the corner and the final voluntary data collection is due for those nurses who have been collecting their visits. Please send me three numbers for your district:

of students you have had a 1:1 interaction with

of students from those visits that you have sent back to class

of students you had to send home

of students you had to call 911 or Emergency

Services to provide care

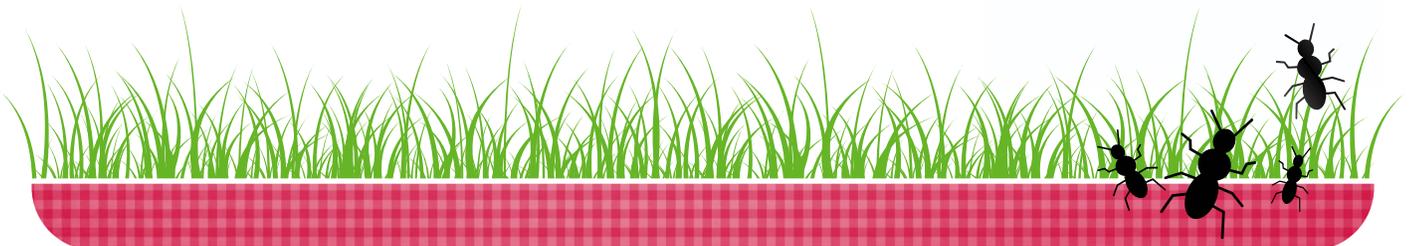
You can email me your numbers at

melissa.walker@iowa.gov or you can scan and send me your form. Step Up & Be Counted forms are located at:

<https://www.nasn.org/Research/StepUpBeCounted>

Inside this issue

School Nurse Summer Training Opportunities.....	3
Lead Screening Results.....	4
Lead Screening Tips.....	4
Listserv.....	4
Sun Safety and School.....	6
Lead Screening Report Tips (cont.)	4-7
Medication Administration Waste Guidance.....	8
Medication Administration Course	9
Looking forward to 15-16.....	10-12
504 and IHP Memorandum.....	10



School Nurse Day
May 6, 2015

Governor Branstad on April 24, 2015, signed the proclamation for School Nurse Day May 6, 2015. Lt. Gov. Kim Reynolds was present with the Governor. Melanie Hicklin was presented the Iowa School Nurse Organization School Nurse of the Year Award, too. Kathleen Weinberg RN, MSN, Executive Director with the Iowa Board of Nursing was present for the signing of the proclamation and to celebrate Melanie's award for excellent service. Melanie is a wonderful nurse and has advocated for her students, staff and community.

As School Nurse Day is just around the corner, I would like to wish you all a wonderful Nurse Week and a wonderful day in honor of all school nurses who serve Iowa's population of students.

Thank you!

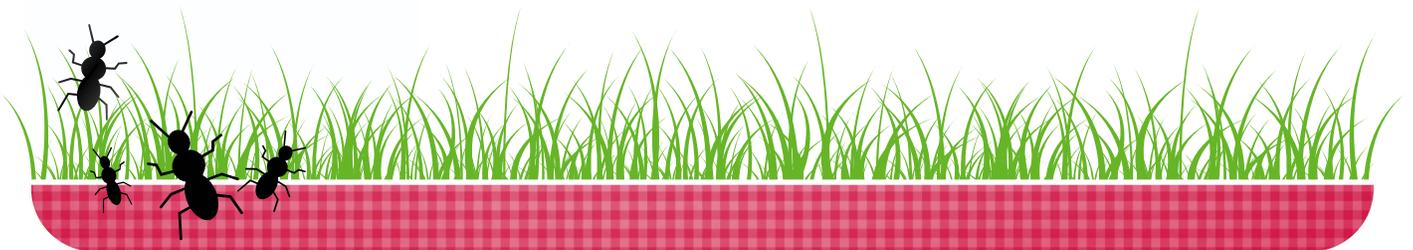


Congratulations to Iowa School Nurse Organization "2015 School Nurse of the Year"

Melanie Hicklin!

Melanie has been a school nurse in West Des Moines Community School District for over 20 years. Nominated by an associate principal, Dr. Erika Cook, Melanie is described as "a pillar of Valley High School". She serves over 2100 students and families at the largest high school in Iowa and does so with a "welcoming attitude and smile". She is described as a "continual learner" that provides "excellent customer services for students, staff and families".

Melanie is licensed as an Advanced Registered Nurse Practitioner, National Certification Family Nurse Practitioner, Special Education Nurse (Iowa Department of Public Health) and a Nationally Certified School Nurse. She is an active member of many professional nursing and education organizations including NASN/ISNO.



Upcoming School Nurse Training Opportunities...

Iowa HIV, STD & Hepatitis Conference A New Era-The future is Now!

Date: June 18th and 19th, 2015

Location: Holiday Inn Airport Conference Center; Des Moines, Iowa

Registration: please go to: <https://www.trainingresources.org/>

Contact: for further questions, please email: patricia.young@idph.iowa.gov

Blank Children's Hospital Goes.....Back to School (Conference for School Nurses)

Date: July 28th, 2015

Location: 1415 Woodland Avenue; Des Moines, Iowa 50309

Registration: Will be posted soon on the Unity Point Website

Contact: for further questions, please email: Joni.Thorton@unitypoint.org

New School Nurse Orientation...University of Iowa College of Nursing and Iowa School Nurse Organization

Date: Friday, August 7th, 2015

Location: Kelly Conference Room-Iowa Methodist Education & Research Center
Unity Point Health-Des Moines (Corner of Woodlawn Avenue and 15th Street)
Des Moines, Iowa

Registration: Please Follow the Link:

[http://www.nursing.uiowa.edu/sites/default/files/documents/continuing-education/
School_Nurse_Orientation.pdf](http://www.nursing.uiowa.edu/sites/default/files/documents/continuing-education/School_Nurse_Orientation.pdf)

Contact: for further questions, please email: nancy-lathrop@uiowa.edu

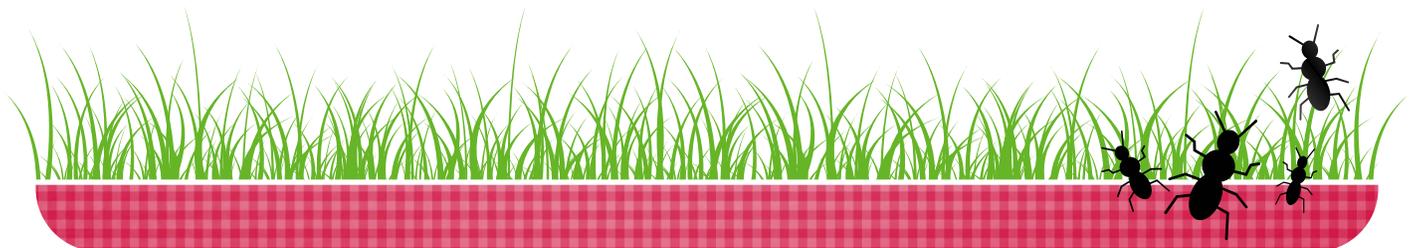
Annual School Nurse Conference

Date: October 8th and 9th, 2015

Location: Sheraton West Des Moines Conference Center, 1800 50th Street, West Des Moines, Iowa

Registration: Will be coming soon and it will be posted on the listserv

Contact: for further questions, please email: nancy-lathrop@uiowa.edu



The School Nurse Listserv

Listserv is a great way to communicate with other school nurses across the state and it also is a great way for your school nurse consultant to provide important information regarding school health practices. As School Nurses retire and New School Nurses join this specialized professional practice of providing school health services to the student population, please remind newcomers to sign up:

To join listserv, send an email to :

Join-
iowasn@lists.ed.iowa.gov

To send out a question once you have joined, send your question to:

iowasn@lists.ed.iowa.gov

If you join via the email above and you don't receive any emails from listserv after a few days, please email me directly at:

melissa.walker@iowa.gov

Or you can give me a call:

Melissa Walker

School Nurse Consultant

(515)281-5327

Just a friendly reminder, please use best practice when commenting or submitting a question on listserv. Please do not include any student specific personally identifiable information. A good "rule of thumb" is to be comfortable with whatever you send out being utilized as the headline in your local paper the next morning.

Please feel free to call or email if you need help!

LEADING SCREENING RESULTS

Great News! The results of the Iowa School Lead Screening Data was matched with the Health Homes Lead Program Surveillance System (HHLPSS). The results of the match are as follows:

39,948 Kindergarten students were enrolled in 2014

23,922 Kindergarten student's information was received by IDPH from Iowa Schools (59.88% of students)

17,206 Kindergarten Students were matched to test data in HHLPSS (71.93% of students)

Overall 43.07% of the students enrolled in Kindergarten were matched to tests in HHLPSS

THANK YOU SCHOOL NURSES!

Lead Screening Excel Spreadsheet Tips

For 2015-2016

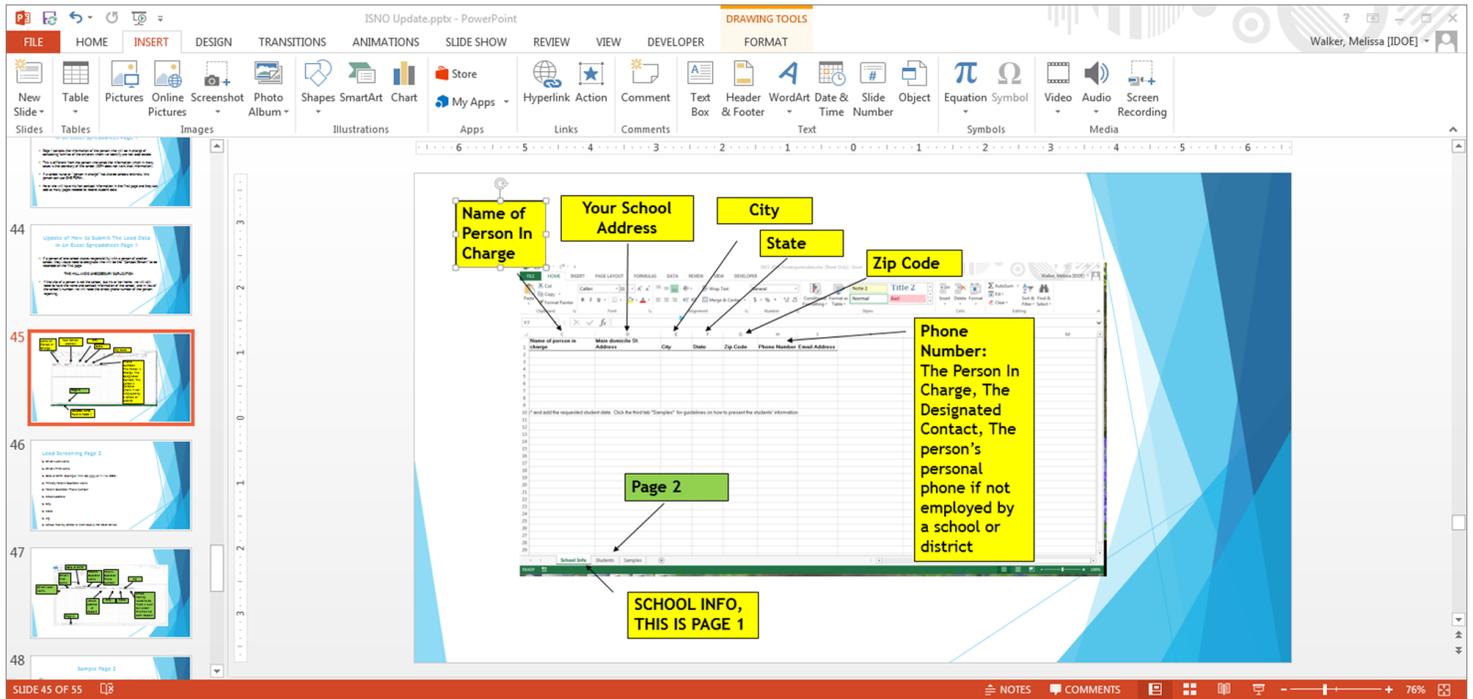
The Excel Spreadsheet to report the student information has changed for the 2015-2016 school year. It is two pages.

IMPORTANT:

Iowa Department of Public Health would like the **contact information for the school nurse**. It is not necessary to provide the contact information for office personnel preparing the excel spreadsheet. The purpose of providing the school nurse's contact information is so the IDPH can update the designated school personnel who will be contacting families and following with the student's health services. To alleviate this confusion, you could have the person preparing the report place the School Nurse's email and phone number on page one of the report under "name of person in charge/designated contact".



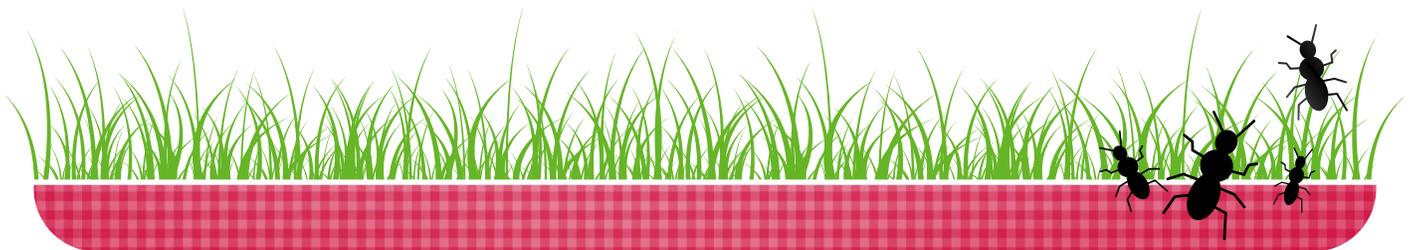
Lead Screening Excel Spreadsheet Tips 2015-2016



Page 1 on the Lead Screening Spreadsheet

KEY THINGS TO REMEMBER:

- Do not add or delete columns, this interferes with IDPH's ability to match the data with their system.
- Every single column and cell needs to be entered, regardless if it is the same information. (e.g., under the school column, each cell in that row needs to be filled out for each student, even if it is the same information throughout the whole report)
- Page 1 collects the information of the person who will be in charge of contacting the family or guardian of the child who was identified as not being tested.
- What if the school nurse is shared between schools? The school nurse can use one form and just change the school name listed for the child when he or she is transitioning from one class list to the next .
- The school nurse can use page one for their contact information and have as many additional pages that are needed to submit student demographic data.
- If a school nurse of one district/school shares responsibilities with another school nurse, they need to designate one person to be the "contact person/person in charge" to be recorded on the first page of the excel spreadsheet
- If the school nurse is contracted from an outside agency or is considered a consultant to only attend school health related matters in an "on call" format, the school nurse would need to place their contact name on page 1, complete the school's address, but instead of the school phone number, place the business number of the school nurse
- **THIS COMPLETES ALL THE TIPS FOR PAGE ONE (CONTINUE)**



Sun Safety and School!

Field Days, field trips, family outings, and outdoor recess in the sun can send some students straight to the nurse's office with painful sunburns. Does your school have a Sun Safety Action Plan?

School nurses can develop a sun safety action plan with the support of their educational team.

Education about skin safety can present itself in many ways. School nurses can lead by example, modeling the use of sun screen when going outside. Another idea, is to hang posters in high traffic areas about Sun Safety. School nurses can talk with their educators and go into the classroom to present or share prevention health tip's on the school website.

"An ounce of Prevention can go along way!"

CDC (Center for Disease Control) has a Sun Safety for America's Youth Toolkit:

http://www.cdc.gov/cancer/skin/what_cdc_is_doing/toolkit.htm

CDC also has guidelines for school programs to prevent skin cancer:

http://www.cdc.gov/cancer/skin/what_cdc_is_doing/guidelines.htm

Lead Screening Excel Spreadsheet Page 2 Tips

For 2015-2016

The Excel Spreadsheet to report the student information has changed for the 2015-2016 school year. It is two pages.

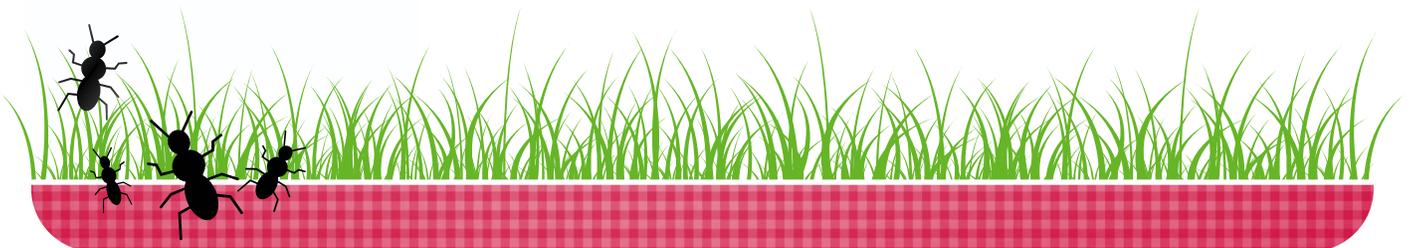
Page 2 Cells that will need to be filled in:

Child's last name, Child's first name, Date of Birth (e.g., mm/dd/yyyy or 11/18/2000), Primary parent or guardian's name, Parent or Guardian Phone Number, Street Address, City, State, Zip Code, School Facility that the child attends (e.g. **Enter in Individually for Each Child**)

What needs to be done once the School Nurse/Designated Contact receives the list of kindergarten students who do not match up with the data?

School Nurses may contact the parents or legal guardian of the child who did not match up to the IDPH Health Homes Lead Surveillance System Database and ask where their child received a blood level test and email those responses to Rossany Brugger at: Rossany.brugger@idph.iowa.gov

641-67.8(135) Referral Requirements. Parents or guardians who require a blood lead test shall be referred to a healthcare provider of choice. The parents or guardians of children without a health care provider or who have difficulty accessing lead testing shall be referred to the local childhood lead poisoning prevention program, local health child health center, or local public health agency for assistance with completion of blood level testing. The assistance may include locating health care providers, scheduling appointments, identifying payment sources, and providing blood level testing.



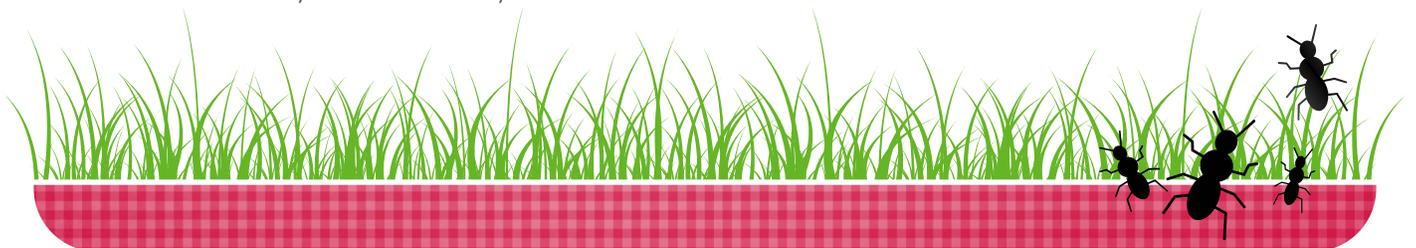
Lead Screening Excel Spreadsheet Page 2 Tips 2015-2016

The screenshot shows an Excel spreadsheet with the following columns:

1	Child's Last Name	Child's First Name	Date of Birth (mm/dd/yyyy)	Primary Parent/Guardian Name	Parent/Guardian Phone Number	Street Address	City	State	Zip	School Facility
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										

KEY THINGS TO REMEMBER:

- Do not add or delete columns, this interferes with IDPH’s ability to match the data with their system.
- If there are blank cells at the bottom of the page or to the right of the page, please leave them
- Who do I send the report to when it is completed and ready for submission? Rossany Brugger| Environmental Specialist| Bureau of Lead Poisoning , email report to: Rossany.brugger@idph.iowa.gov
- Every Single Column and Cell needs to be entered, regardless if it is the same information. (e.g., under the school column, each cell in that row needs to be filled out for each student, even if it is the same information throughout the whole report)
- When is this report due to the Iowa Department of Public Health? 60 Days After The First Day Of School.
- What is the phone number for the Iowa Department of Public Health Contact for the Lead Screening Report? (515)281-3225 Rossany Brugger
- Thank you for all that you do! Lead poisoning is one of the most common and preventable pediatric health problems today (CDC, 2014). 1 in 14 of Iowa’s children have lead poisoning (IDPH.,2014).



American Academy of Pediatrics Article of Head Lice

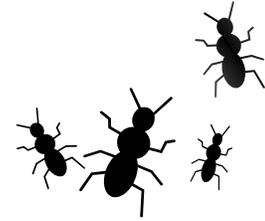
School nurses,

I would like you all to take a chance to read the 13 page clinical report released from the American Academy of Pediatrics on April 4/27/2015.

To access the article, please

follow the link:

[http://
pediat-
rics.aappublications.org/
content/early/2015/04/21/
peds.2015-0746.full.pdf+html](http://pediatrics.aappublications.org/content/early/2015/04/21/peds.2015-0746.full.pdf+html)



"Nurses serve their students in the most important capacities. We know that the school nurse serves as our first line of communication when something goes wrong or we are concerned about our student's health"

NEW!!! Iowa School Medication Waste Guidance Document

If you haven't been to the school nurse location on the Iowa Department of Education Website, you might want to check out the additions to the "Medication Administration and Management" section. The Medication Administration manual and course has been updated. There are sample forms for school nurses to utilize.

The new addition to the School Nurse site is the "Iowa School Medication Waste Guidance" document that was created with the assistance of the United States Drug Enforcement Agency, Iowa Department of Natural Resources, and the Iowa Department of Education to ensure schools have the resources they need to contact law enforcement to pick up unclaimed controlled substances or for schools to properly dispose of unregulated medications, infectious waste and hazardous waste after the school has provided written notice to give opportunity for medications to be picked up. Please review the section pertaining to Controlled Substances in the guide.

At the end of the school year, many schools are left with unclaimed medications. The guide offers a sample form

to provide parents or legal guardians written notice that they have medications at school that need to be picked up. Waste minimization is a key factor. Schools or Districts should only manage the amount of medication coverage a student will need during the school day to go to the next prescription refill or the end of the school year.

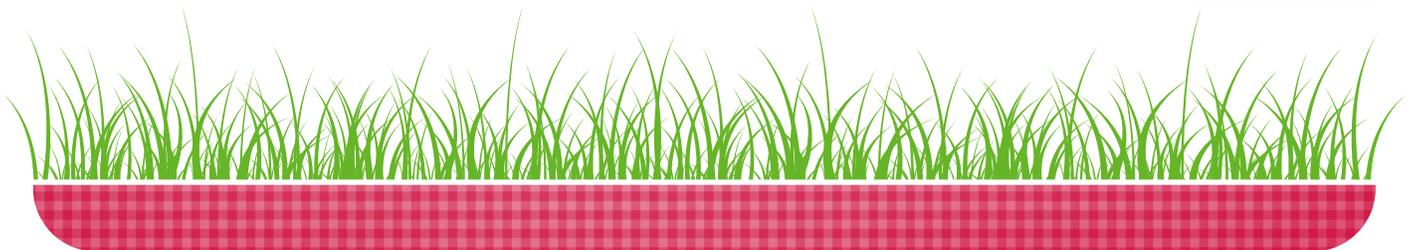
Nonregulated medications must be rendered unusable before being disposed of. A key reminder for school nurses in the guide is not to flush medication down the toilet or into the sink unless the product information states to do so.

To access the guide, go to:

<https://www.educateiowa.gov/documents/school-nurse/2015/04/iowa-school-medication-waste-guidance>

To access the article in May
2015 School Leader Update:

[https://www.educateiowa.gov/
document-type/school-leader-update](https://www.educateiowa.gov/document-type/school-leader-update)





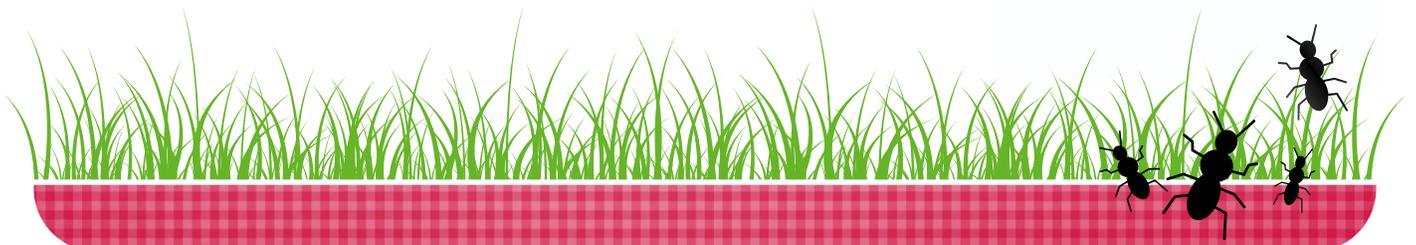
Families are the key communicators of their child's health needs in school. School Nurses serve as first line in communication to collaborate with school personnel and families to provide continuity of care!

Medication Administration Course

There have been some changes to the Medication Administration Course and Manual. The changes include guidance on when the course should be taken and when return demonstration of skills checks would be conducted. The unlicensed assistive personnel (UAP) who take the medication administration course should take the course at a minimum of every five years with a return skills demonstration to be completed annually with the school nurse. A certificate is generated once the Medication Course is completed by accessing the AEA PD Online Learning System at <http://training.aeapdonline.org/index.php>. The UAP will complete a return skills demonstration on medication administration in the school setting as outlined in the manual and course to demonstrate competency in medication administration. Once the skills demonstration has been completed, the school nurse will sign the certificate. This skills demonstration should be done annually thereafter until the course renewal date. The course contains 17 modules and 17 quizzes requiring 100% pass rate to move onto the next module. There are sample medication administration records and a medication error report on the Iowa Department of Education website as a resource, please go to <https://www.educateiowa.gov/pk-12/learner-supports/school-nurse>, and scroll down until you reach "Medication Administration and Guidance". The AEA PD Online Course for Medication Administration is free of charge for all public school districts and accredited nonpublic schools. If you have troubles registering for the course, please email: support@aeapdonline.org.

Instructions to Register for the Medication Administration Course

- Go to <http://training.aeapdonline.org>
- If you do not have an account, click the "Register here" link. Fill in the required fields. Be sure to select your AEA first, then your district, and then add district password. If you do not know your district password, please visit with your supervising nurse or building administrator, or contact support@aeapdonline.org
- Once you have an account, login
- Make sure you are on the "courses" tab, and then click the "catalog" tab underneath.
- From the list, select the Medication Administration training (s). You can filter the list by clicking on the Medication Administration button on the right. Once you click on the training, click on the "register" button that appears below.
- On the first screen, you will need to click the "continue" button.
- **You are now in the training.**



504 and IHP Memorandum

Back in March of 2015, a memorandum was released to school officials about the intersection of 504 Plans and Individual Health Plans. I hope you all had time to read this document. The document can also be found on the School Nurse site of the Iowa Department of Education Website at:

<https://www.educateiowa.gov/pk-12/learner-supports/school-nurse>

To access the document, please click on [504 and IHP Memorandum](#).

If you have any questions regarding this please contact the Iowa Department of Education, 504 Consultant, Fred Kinne, email:

Fred.kinne@iowa.gov



Looking Forward to the 2015-2016

School Year as an Iowa School Nurse Reflection

Each school nurse has their own individual way of preparing for the next school year, some complete as much paperwork and activities before they leave at the end of the year to minimize the workload at the beginning of the year and some go at it differently in the beginning of the school year. For new school nurses, preparing for the next school year or entering a position at the beginning of the school year poses many challenges of knowing “what needs to be done” and “when” for their student population caseload that may vary from less than 200 to over 1800 students or more. A valuable time for the school nurse is during registration (if your registration process is not completely online).

The school nurse can ensure she or he has all the paperwork, resources, information needed to provide health services such as medication administration, treatments, and other tasks (e.g. including, but not limited to: catheterizations, vent care, gastric tube feedings, tracheostomy care, appliances, and dressing supplies), releases signed from parents/guardians to communicate with providers, school nurse communication completed with parents to explore how their child’s summer went (this is critical with student’s who have chronic health conditions), individual student health plans, emergency action plans (e.g. including, but not limited to: emergency plans for hyper/hypoglycemia, anaphylaxis, asthma, seizures, and evacuation plans), assist parents who need help for their children to access healthcare or health insurance, setting up translators, assisting with completion of health related documents, connecting community resources, and preparing for any upcoming or changed health services that would need to be provided on the first day of school for any student in the school setting. Each nurse is individualized in what he or she does and their role in the student’s academic success.

The school nurse pulls the health information from the registration information completed by the parent or legal guardian, collaborates with the child’s parents, student’s medical providers, and prepares to train the school staff on health services needed to promote the student’s academic success and wellbeing in the school setting. Other things the school nurse may be working on:

School Nurses are also aware of the mandated health screenings that need to be completed each school year:

The school nurse reviews immunizations and prepares for the school audit for all students who are enrolled in Preschool thru twelfth grade, reviews dental screenings and prepares for the school audit for all students entering kindergarten and ninth grade, Lead screening requirement and prepares the report to be submitted to IDPH for all students entering Kindergarten 60 days after school begins, gathers vision screenings for all students entering Kindergarten and Third Grade that need submitted to IDPH, and conducts vision screenings.

School Nurses develop the Individualized Health Plans

The school nurse develops the student’s individual health plan for any student who requires ongoing health services to access their education program using the nursing process. The health plan includes an assessment, a nursing diagnosis, student goals (if applicable), nursing interventions and implementation, Nursing outcomes or outcomes identification, and documentation of the evaluation step of the plan. The school nurse may notify the 504 Coordinator or Special Education Director whenever a health plan has been created, annually thereafter, and whenever a substantial change in health has occurred to assist the school in early identification of eligibility for additional school services, and regularly attends IEP/504 meetings.





Documentation

The school nurse documents the communications, trainings, and supervision of school personnel and contracted agency staff for the individual health services provided to students. For schools who claim Medicaid reimbursement, the school nurse signs each day of documentation for each student with parental authorization to obtain reimbursement for health services provided as written in the IHP as stated in the Individual Education Plan (IEP). The school nurse reviews the documentation to ensure the services that are provided are outlined in the Individual's Health Plan (IHP).

DOT Required Drug Testing

School nurses may attend trainings and become certified to provide the DOT mandated drug /alcohol testing required for bus drivers as instructed as an additional function to perform in the school setting.

Health Education

School nurses are educators at heart, providing individual or population based health education to promote prevention and needs that are assessed in their population of students they provide health services and episodic care too. Some present education on posters in high traffic areas, some teach health sciences in the classroom setting, some present in the classroom to age specific topics of important to promote independence and foster development in the student's wellbeing and health practices. The school nurse educates school personnel on student health needs and health services. The school nurse educates individual student's in self management with their chronic health conditions to promote independence.

School Nurse

School nurses also ensure their registered nurse license is current and should be asked to provide this to the school personnel responsible for personnel files upon renewal every 3 years. Along with current licensure, the school nurse attends mandated educational trainings that provide the required continuing educational units (CEU) needed for active licensure with the Iowa Board of Nursing. The school nurse keeps track of their CEUs obtained. The school nurse also obtains the Adult and Child Mandatory Reporter Training . The School Nurse may obtain an SPR every 5 years from the Iowa Board of Educational Examiners (BOEE) or hold National Certification as a School Nurse.

School Staff Training and Delegation

School nurses delegate and provide the school staff training and the provision and delegation as determined by clinical nursing judgement and nursing practice of health services provided by school personnel or contracted staff, and provide opportunities to train unlicensed staff to perform medication administration once the nurse has determined that it does not go above the ascribed practice of a licensed nurse and they have completed the course and a return skills demonstration.

Occupational Nursing and Educational Personnel

The school nurse is also a resource for educational staff with health related conditions or assistance with episodic care. The school nurse may be asked by school personnel to do a nursing assessment as the staff member makes an individual determination whether to seek medical care, stay at school, or take a leave of absence to attend to health.

School Nurses Identify Risk for Student

Absenteeism

The school nurse provides prevention based services and health services to promote student's attendance by assessing for risk, providing health services, connecting families with resources, and alerting educational personnel/administration of students needs in the school setting.

School Nurses Utilize Resources

A school nurse may apply with Iowa Medicaid enterprise to become "Qualified Entities" to provide preapproval for children to access Medicaid and receive presumptive eligibility. This service allows for a school nurse to assist a family with the application and print off a presumptive Medicaid number for children to access healthcare if they qualify. The school nurse may assist schools to access programs to feed children over the weekend when the subsidized breakfast and lunch program is not available, complete mini grants for free dental supplies, run a school clothing pantry, communicate with public health to hold immunization or influenza clinics to promote student immunization compliance and attendance. A school nurse understands during weather changes, families may need assistance with utilities and connects families with resources. (cont)



Emergencies/Crisis

The school nurse is many times the first response to actual or potential emergencies and crisis in the school setting. The school nurse develops emergency action plans for students with chronic health conditions who would be at risk for emergent care. The school nurse trains and documents the individuals who are with students during the day to respond to the student's needs using the emergency action plan if he or she is not present.

Culturally Congruent Care

The school nurse provides supportive measures and awareness to students and their families to retain practices or beliefs that are important to the individual student's wellbeing.

School Health Services

The School nurse provides safe, collaborative, and comprehensive nursing care to prevent disease, improve, and protect the health of individual students and the entire school population that impacts academic growth and district achievement goals.

And the List Could Go On.....

This list does not even begin to define all that you do for your students in your schools and communities. School nurses provide the health services and nursing practice that Iowa children need to access their education. Each school nurse prioritizes, uses clinical nursing judgement with delegation, follows the Nurse Practice Act which defines our standards of care that our licensure is held to by the Iowa Board of Nursing, and also works within the regulations of the educational setting to prevent disease, improve, and protect the health of each student and school population.

The importance of self care for a school nurse is important in being prepared and available to the students and school community who require health services. Please take some time to take care of yourselves and treat yourself on your professional recognition day and each day throughout the year. I hope your school administrators and school personnel acknowledge your profession, hard work, and dedication in contributing and excelling our Iowa students wellbeing and academic success as we celebrate Nurses Week from May 6-12th, 2015 and School Nurses Day May 6th, 2015.

As your school nurse consultant, I am honored to be able to support each one of you as professionals, who have chosen the specialized practice of school nursing.

Happy School Nurses Day!

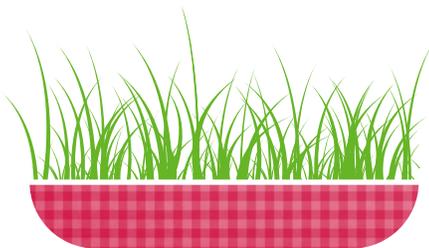
MW

National School Nurse Day
May 6, 2015

School Nurses:
Caring for Others.
Caring for Ourselves.

**THANK YOU FOR ALL THAT YOU
DO!**

HAVE A WONDERFUL SUMMER!



**Please feel free to call or email if
you have questions:**

**Melissa Walker, School Nurse
Consultant**

Iowa Department of Education

(515)281-5327

Email: melissa.walker@iowa.gov