



TEXAS GUIDE TO SCHOOL HEALTH PROGRAMS

Texas Department of State Health Services
Child Health and Safety Branch - School Health Program
www.dshs.state.tx.us/schoolhealth/default.shtm

Introduction and Contents

Published by:

**Texas Department of State Health Services
Child Health and Safety Branch
School Health Program
1100 West 49th Street
Austin, Texas 78756-3199**

**Published August 2001
Revised May - 2009**

External links to other sites appearing in *The Texas Guide to School Health Programs* are intended to be informational and do not represent an endorsement by the Texas Department of State Health Services (DSHS). These sites may also not be accessible to people with disabilities. External email links are provided to you as a courtesy. Please be advised that you are not emailing the DSHS and DSHS policies do not apply should you choose to correspond. For information about any of the programs listed, contact the sponsoring organization directly. For comments or questions about the guide, contact the DSHS School Health Program of the Child Health and Safety Branch, attention School Nurse Consultant at schoolhealth@dshs.state.tx.us. Copyright free. Permission granted to copy, disseminate or otherwise use information from *The Texas Guide to School Health Programs* with appropriate acknowledgement.

The Texas Guide to School Health Programs

EDITORS

(Original Publication-2001)

Melanie S. Percy, PhD, RN, CPNP
The University of Texas at Austin
School of Nursing

Jessica Mortenson, MSN, RN, CPNP
The University of Texas at Austin
School of Nursing

Christine M. Labuski, MSN, RN, CS, ANP
The University of Texas at Austin
School of Nursing

Melinda Lipani, BA
The University of Texas at Austin
Department of American Studies

Audrey Anderson
The University of Texas at Austin
School of Nursing

Elizabeth L. Boski
The University of Texas at Austin
School of Nursing

Christine E. Tuohy
The University of Texas at Austin
School of Nursing

Lori Bennett
The University of Texas at Austin
School of Nursing

CONSULTING EDITORS

Donelle Barnes, PhD, RN
The University of Texas at Austin
School of Nursing

Susan Franzetti, BSN, RN
The University of Texas at Austin
School of Nursing
Children's Wellness Center;
Manor Independent School District
Health Technology Education

Jenni Jennings, MEd
Dallas Independent School District
School Mental Health

Michelle McComb, BSN, RN
Nurse Consultant
School Health Program
Texas Department of Health

Expert Reviewers (Original Publication-2001)

Lead Reviewer:

Sharon Horner, PhD, RN, CNS
The University of Texas at Austin
School of Nursing

Lisa Kimmey-Walker, MSN, RN, CPNP
School-Based Health Center
Memorial Hermann Healthcare System,
Pasadena Independent School District

Molly Berger, MHEd, RN
School Health Specialist
Education Center Region 4

Gale Morrow,
Assistant Regional Director for Administration
TDH Public Health Region 9/10

Vincy Dunn, MSN, RN
Health Director
Northeast Independent School District

Jan Ozias, PhD, RN
Diabetes Program
Texas Department of Health

Elaine Ekmark, MSN, RN
School Nurse Practitioner
Scottish Rite Hospital for Children
Dallas, Texas

Ann Sims, MD
Gynecologist
Advocacy Center of Waco

Adel Fuentes, RN
School Health Specialist
Education Service Region 2

Rita Spence, MSN, RN
The University of Texas at Austin,
School of Nursing

Sandra Gaulke, BSN, RN, CPS
Director, Health Services
McAllen Independent School District

Jane Tustin, MSN, RN, NCSN, FNASN
President National Association of School
Nurses
Texas Department of Health School Health
Advisory Committee
Lubbock Independent School District

Mary Pat Lambden, PhD, RN
Scott and White Hospital
Temple, Texas

Maggie Willis, MSN, RN, FNP
Coordinator, Health Services
Garland Independent School District

CONSULTING EDITORS-2009 Revisions

Lead Editor:

Anita Wheeler, BSN, RN, CPN
Texas Department of State Health Services
School Health Program

School Nurse Reviewers:

Ruth Bowen, MS, RN, NCSN
Cathy Harris, RN, BSN
Jane Tustin, MSN, RN, NCSN, FNASN
Andrea Roth, RN, BSN

FOREWORD

Welcome to the *Texas Guide to School Health Programs*. This information is intended to enhance the educational process by providing guidance and resources for school administrators, school nurses, teachers and other school staff members in the development, implementation and evaluation of school health programs. The guide is available on the School Health Program Web site at www.dshs.state.tx.us/schoolhealth/pgtoc.shtm.

The Texas Guide to School Health Programs was developed in 2001 and revised in 2009 under the leadership of the Texas Department of State Health Services, School Health Program, in collaboration with the University of Texas School of Nursing, Texas School Nurse Organization and school nurses with many years of experience in school nursing. Should you have any questions, please contact Anita Wheeler, at (512) 458-7111, Ext. 2909 or anita.wheeler@dshs.state.tx.us.

Anita Wheeler, RN, BSN, CPN
School Health Program Coordinator/School Nurse Consultant
Child Health and Safety Branch
Texas Department of State Health Services

Marion Stoutner, MEd
Manager, Child Health and Safety Branch
Texas Department of State Health Services

ACKNOWLEDGEMENTS

Major funding for the development and production of this project was provided from the Maternal and Child Health Block Grant funds (Title V, Social Security Act) Health Resources and Services Administration, Department of Health and Human Services, administered by the Texas Department of State Health Services, Division of Prevention and Preparedness, Child Health and Safety Branch. In 2001, the Texas Education Agency provided financial assistance for printing and distributing hard copies to districts unable to use the Internet or CD ROM versions.

Special thanks are extended to the consulting editors who provided skilled assistance with special topics and to our expert reviewers, who provided advice and adept review in the development of this document.

Due to the continual advancement of school health programming, we have referenced multiple Web sites including but not limited to the Center for Disease Control and Prevention (CDC), American Academy of Pediatrics (AAP), National Association of School Nurses (NASN), American Heart Association (AHA), National Association of Pediatric Nurse Practitioner's, American Academy of Allergies and Immunology, National Institute of Health (NIH), National Institute of Mental Health and Texas School Nurse Organization (TSNO). We are very grateful to these organizations who gave us copyright permission to use their information. We would like to thank the Virginia and Massachusetts Department of Health, School Health Guidelines staff who generously provided a wonderful template and information for *The Texas Guide to School Health Programs*. The *Report of the School Health Task Force to the Texas Board of Health* was also instrumental to the creation of this publication.

Special thanks are extended to the school health consultants at the Texas Department of Health (now the Texas Department of State Health Services) who were instrumental in facilitating this project and provided comments and suggestions on a wide variety of topics.

We would like to acknowledge the work of all of the people at the University Of Texas School Of Nursing whose daily assistance and guidance made the completion of this project possible:

Dolores Sands, PhD, RN, FAAN
Dean
The University of Texas at Austin
School of Nursing

Computer Assistance Team
Alan McKendree
Guillermo Ramirez
Yung-Min

Learning Center
Betty Skaggs, PhD, RN
Leslie Kronz

Media Center
Lloyd Spruce

Department Assistants
Ruth Brady
Norma Gonzales
Candace Kash

PREFACE*

This guide is a resource that contains basic information, guidelines and recommendations for establishing and enhancing a school health program. It reflects a growing emphasis on the role of school health in prevention of disease promotion of health and wellness for students. The purpose of the guide is to provide guidelines for independent school districts to develop or strengthen their school health program at the individual, school program or community level. The guidelines are intended to provide direction for independent school districts to develop a school health program at the local level and

- increase the awareness of school health issues and strategies that can be used to address these issues,
- serve as a guide for best practices that relate to school health,
- provide a guide for development of local school health policies and programs; and
- serve as a tool for orienting new personnel.

WHO SHOULD USE THIS GUIDE

The intended audience for this guide is the professional who has responsibility for one or more components of a school health program. The professionals may include, but are not limited to the following:

- School health services personnel, such as school nurses, nurse practitioners, physicians, school-based health center staff and health educators;
- Administrators, such as superintendents, assistant superintendents and principals; and
- Teachers.

Although the guide is written for professionals, it may also be used by other persons who are involved in a school health program to increase their

understanding of the issues involved in school health. These persons might include:

- LVNs/LPNs
- School health aides
- Instructional aides

WHAT THE GUIDE INCLUDES

A school health program includes the following eight components: (1) parent and community involvement; (2) healthy and safe school environment; (3) health services; (4) health education; (5) physical education; (6) nutrition services; (7) counseling, and mental health services; and (8) staff wellness promotion.

The guide directly addresses the three traditional components of a school health program (health services, health education and a healthy and safe school environment) and parent and community involvement. In addition the guide also addresses counseling, mental health, nutrition, physical education and staff wellness promotion.

At the end of each module within the guide are relevant exhibits, which include forms, references and helpful resources for school health staff. Links to Texas laws, policies and codes relevant to school health practices can be found throughout the guide, specific to each topic.

Note: Although this guide reflects the most up-to-date information at time of publication, users of *The Texas Guide to School Health Programs* are advised to confirm federal, state and local laws, regulations and policies when using the guide to plan, implement and evaluate school health programs.

**Adapted with permission from the Virginia School Health Guidelines (1999)
Richmond, VA: VA Dept of Health*

TABLE OF CONTENTS

FOREWORD.....	iv
ACKNOWLEDGMENTS.....	v
PREFACE	vii
WHO SHOULD USE THIS GUIDE	vii
WHAT THIS GUIDE INCLUDES	viii
TABLE OF CONTENTS.....	ix

The first three modules (formerly called chapters) have been created as stand alone documents and are newly revised as of May 26, 2009

MODULE 1: INTRODUCTION TO SCHOOL HEALTH PROGRAMS

History of School Health.....	3
History of School Health Activities in Texas.....	3
Describing the Components of a School Health Program.....	4
Assumptions for School Health Services	6
The Health Needs of School-Aged Children	6
The Health Status of Children in Texas Schools.....	9
Types of Health Services Available in Texas	9
Health Services for Special Needs Children	11
The Legal Environment for School Health Services.....	13
Conclusions and Recommendations from <i>Report of the School Health Task Force</i> ...	16
Developing a School Health Program	17
Planning	18
Infrastructure	19
Infrastructure at the State Level	21
Infrastructure at the District or Community Level	22
Infrastructure at the School Level	25
Needs Assessment	25
Identification of a Model	26
Financing a School Health Program	27
Federal Funding.....	27
Fiscal Issues in Texas.....	28
Collaboration Within the School System	31
Collaborative Partnerships Outside the School.....	32
Evaluation	33
References.....	36

MODULE 2: SCHOOL NURSING PRACTICE

School Nursing Practice/Standards of Care.....	3
Standards of Practice.....	3
Standards of Professional Performance	4
Establishing a School Health Team	5
Position Descriptions/Roles/Relationships.....	5
Relationship with School-Based Health Centers.....	13
Communicating With Parents.....	16
Culturally Effective Care.....	17
Communication Practical Advice.....	18
School Health Resources.....	18
References.....	25

MODULE 3: SCHOOL HEALTH SERVICES

Consent to Health Services	3
Access to Student Records	5
Access by Parents	5
Access by Certain School Staff	6
School Entrance Physical Examination Requirements	6
Requirements for Enrollment	6
Immunizations	7
Population-Based Screening Programs: State Mandated	7
Annual Report	7
Vision Screening.....	9
Hearing Screening	11
Spinal Screening	15
Acanthosis Nigricans Screening	21
Dyslexia	21
Population-Based Screening Programs: Best Practice	23
Height and Weight	23
Body Mass Index (BMI)	24
Blood Pressure	26
Oral Health and Dental Screening	27
EPSDT/Medicaid/Texas Health Steps	28
Speech and Language	30
Fine and Gross Motor Screening	36
Exhibits	39
References	45

Revisions to and transformation of chapters into modules 4 through 7 are in progress.

4. IMMUNIZATIONS	111
Immunization Requirements	113
Background Information	113
Ask the Experts: General Vaccine Questions, VISs, Thimerosal	120
Minimum Requirements	129
Texas Vaccines For Children Program	131
Exemptions	132
Serologic Confirmation of Immunity	132
Medical Contraindications	133
Exemptions for Religious Conflicts.....	133
Exemptions for Service in Armed Forces.....	134
Authorization/Consent.....	134
Liability	134
Procedure.....	135
Adverse Events Reporting	135
Documentation	136
School Records.....	136
Acceptable Documents of Immunizations	136
Vaccine Registry	137
Relevant Exhibits	138
Vaccine Information Statements	150

5. MEDICATION ADMINISTRATION	205
Guidelines for Administering Medications in Schools	207
Overview	207
Texas Education Code Provisions	207
Liability	209
Nursing Practice Considerations	210
Relationship with Other Healthcare Providers.....	211
Guidelines for Administering Medications	211
Procedures for Administering Medications	216
Errors and Omissions in Medication Administration and Recording	222
Special Topic: Medication Administration off of School Grounds (Field Trip/Event)	227
Special Topic: Herbal and Dietary Supplements.....	231
Special Topic: Use of Emergency Medication in Schools	233
Emergency Injectable Epinephrine in the School Setting	234
Special Topic: Psychotropic Medications in Schools	235
Antidepressants	236
Antianxiety Medications	237
Mood Stabilizers.....	237
Stimulants	238
Special Topic: Medication for Diabetes (Type 1 and 2) in Schools.....	240
Oxygen Administration in Schools	245
Relevant Exhibits	251
6. MENTAL HEALTH IN SCHOOLS	269
Counseling, Psychological and Social Services.....	271
Overview	271
The Counselor.....	272
The Psychologist.....	274
The Nurse	277
The Teacher.....	278
Mental Health in Schools	280
New Roles for School Nurses	281
Screening: A Note of Caution.....	284
Interviewing: Exploring the Problem with Student/Family	289
Understand the Nature and Scope of Problems	290
Psychosocial Guidance and Support	293
Psychosocial Counseling	294
Mental, Emotional and Behavior Disorders in Children and Adolescents	296
Mental, Emotional and Behavior Problems	297
Counseling, Psychological and Social Services: Special Populations	300
Children with Special Health Care Needs	300
“At risk” Youth/Suicide.....	301
Eating Disorders.....	303
Substance Abuse	307
Family Crisis/Divorce	309
Homosexuality/Alternative Sexual Orientation	309
Violent Relationships.....	310
School Violence	312
NASN Position Statement: Role of the School Nurse in Violence Prevention	313
Legislation	314

Primary Prevention: Principles of Prevention and Early Warning Signs	315
Conflict Resolution	319
Relevant Exhibits	322
7. TREATMENTS AND CARE PLANS.....	337
Special Education: Children with Special Health Care Needs	339
The Law	339
The Role of the School: The Individualized Health Care Plan (IHP)	342
Children with Disabilities	345
Children Requiring Special Health Care Procedures	352
Learning Disabilities	355
Chronic Illness Protocols.....	368
Allergies	368
Asthma	371
Diabetes.....	376
Seizure Disorder	379
Relevant Exhibits	393
Modules 8 through 15 are scheduled for revision next year.	
8. COMMUNICABLE DISEASE CONTROL.....	443
Communicable Diseases	445
NASN Position Statement: Infectious Disease.....	445
Universal Precautions	446
Overview	446
Handwashing	447
Ways to Avoid Contact with Body Fluids.....	448
Disposal of Infectious Waste.....	448
Accidental Exposure	450
Reportable Conditions.....	451
Reportable Disease Table.....	453
Selected Communicable Diseases	456
Impetigo	456
Hepatitis A.....	457
Influenza.....	458
Meningitis	459
Varicella (Chicken Pox).....	461
Tuberculosis.....	463
Pediculosis	465
Tinea Capitis (Ringworm of the Scalp).....	467
Exclusion from School.....	467
Relevant Tables and Exhibits.....	470
9. EMERGENCY CARE	483
Emergency Procedures.....	485
The Law	486
The School's Role	488
Step One: Emergency Prevention and Risk Reduction	488
Step Two: Emergency Readiness.....	490
Step Three: Communication	496
Emergency Procedures: Allergic Reaction.....	497

The School's Role	498
Common Types of Allergic Reactions and Strategies to Reduce Allergic Responses..	502
Emergency Procedures: Heat-Related Illnesses.....	509
Prevention	509
Temperature Overload	510
Hot Weather Emergencies	510
Emergency Procedures: Cardiac Arrest.....	514
Causes of Cardiac Death in Children and Adolescents	514
Risks for Sudden Cardiac Death in Schools	515
Treatment of Sudden Cardiac Arrest	515
The Law	518
Out-of-Hospital Do Not Resuscitate Orders	519
Legal Background	520
Honoring a DNR Order.....	521
DNR Order Record-Keeping	523
Secondary Prevention: Crisis Management and Responding to School Violence	523
The Emergency Response Plan	523
The Emergency Response Team	525
Intervention During a Crisis.....	526
The Role of the School Nurse	527
Other Resources for Critical Incident Response Plans	528
Relevant Exhibits	537
10. OTHER SCHOOL HEALTH SERVICES.....	553
Case Management.....	555
Child Abuse.....	558
Operational Definitions of Abuse.....	559
Reasons for Abuse and Neglect	559
Assessing for Signs of Abuse and Neglect	563
Referrals to Child Protective Services.....	577
Child Protective Services	577
Referrals to Other Health Care Providers	588
Primary Health Care Providers	589
Emotional	591
Nursing Liaison Services to Homebound Students.....	599
Home Visits	602
11. REFUGEE, MIGRANT AND IMMIGRANT HEALTH.....	613
Refugee, Migrant and Immigrant Health	615
Refugees.....	615
Immigrants	615
Mexican/Hispanic and Latin American Immigrants	618
Cuban Refugees and Immigrants	621
Iraqi Refugees.....	621
Somali Refugees.....	622
Sudanese Refugees.....	624
Bosnian Refugees.....	625
Vietnamese Immigrants	626
Indian Immigrants.....	628
Migrants	630

12. HEALTH EDUCATION	633
Texas Essential Knowledge and Skills for Health Education	635
Safety and Injury Prevention	635
Substance Use and Abuse.....	642
School Prevention Programs	643
Alcohol Abuse	650
Drug Abuse	652
Tobacco Use	654
CDC Guidelines for Preventing Tobacco Use and Addiction	659
Abstinence-Based Education	667
What is Abstinence?	667
What is the Title V Abstinence Education Program?	668
Texas Essential Knowledge and Skills for Health Education: Abstinence-Based Education	668
Lifelong Healthy Eating	671
School Nutrition Services	671
CDC Guidelines: Promoting Lifelong Healthy Eating	673
Physical Education.....	681
CDC’s Guidelines for School and Community Programs Promoting Lifelong Physical Activity.....	681
How Much Physical Activity Do Young People Need?.....	682
How You Can Help.....	685
Skills to Target Each Year (Grade School, Middle School, High School)	687
CDC Guidelines for Promoting Lifelong Physical Activity.....	691
Preparticipation Physical Evaluation—Medical History.....	697
Physicals.....	699
Excerpt From AHA Medical/Scientific Statement: Cardiovascular Preparticipation Screening of Competitive Athletes	699
Prevention of Anabolic Steroid Use	703
13. STAFF WELLNESS PROMOTION.....	713
Staff Wellness Programs.....	715
Relevant Exhibits	721
14. HEALTHY AND SAFE SCHOOL ENVIRONMENT	741
Healthy School Environment.....	743
Indoor Air Quality	743
Asbestos	753
Mold	754
Tobacco	756
Pest Control in Schools.....	756
Lighting at School.....	766
Promoting Healthy Computer Use	767
Protective Eyewear in Schools.....	770
Animals in the Classroom	772
School Building Requirements	773
Safe Playgrounds.....	775
Resources for School Facility Construction and Renovation	781
Relevant Exhibit: EPA Tools for Schools Action Kit	787

15. PARENT AND COMMUNITY INVOLVEMENT.....	851
Parent and Community Involvement	853
Family and Community Involvement in Schools	853
School Health Advisory Councils	857
Parent Teacher Organizations	859
Community Regulatory Organizations	860
APPENDIX A: Legal Appendix	867
INDEX	1053
INDEX OF EXHIBITS AND FORMS	1059