



Kentucky Department of  
**E D U C A T I O N**

# Health Services Reference Guide

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## **Purpose**

The purpose of the Kentucky Health Services Reference Guide (HSRG) is to assist schools in identifying and providing an educational environment where physical and mental barriers to learning have been reduced so that the student may achieve their academic potential.

The HSRG may be downloaded from the Kentucky Department of Education Health Services webpage and placed in a manual and kept in every school health office. KRS 156.501(1) (a) (3) requires that each school district to keep a copy or a link to a copy of the HSRG in the school library.

Information and resources included in the HSRG will be updated as federal or state laws or regulations require. It is the responsibility of the local school district to keep their health services policies, procedures and forms up to date per the state and federal laws and regulation found in the HSRG guidelines.

## **Accessing information in this guide:**

To access a topic of interest, click on the major heading. Each page lists best practice resources from national agencies, nursing organizations and Kentucky specific state agencies. If further assistance is needed, please contact the Kentucky Department of Education Student Health Services Program.

## **Whole Child, Whole School, Whole Community**

Schools play a critical role in promoting the health and safety of young people and helping them establish lifelong healthy behavior patterns. Research shows a link between the health outcomes of young people and their academic success. To have the most positive impact on the health outcomes of young people, government agencies, community organizations, schools, and other community members must work together through a collaborative and comprehensive approach. [Further details](#) on the Whole School, Whole Child and Whole Community (WSCC) expanded model and Kentucky's Coordinated School Health (CSH) program is provided in this section.

## **Health Conditions**

Many children with chronic health conditions or illnesses attend Kentucky public schools. These health conditions may create barriers to learning and limit a child's educational progress. [KRS 156.502](#) requires school districts to make "any necessary arrangement for the provision of the health service to the student in order to prevent a loss of a health service from affecting the student's attendance or program participation." This section includes information on allergies, anaphylaxis, asthma, diabetes, epilepsy and seizures, health care plans and other related topics.

## **Health Services Program Requirements, Roles and Responsibilities**

[KRS 156.502](#) not only defines school health services but also describes who may train, delegate and administer school health services. As the primary health contact in the school setting, school health services personnel address the physical, mental, emotional and social health needs of students. Models for the delivery of a school health services program, as well as Kentucky Nursing laws, regulations and advisory opinion statements on the provision of school health services from the Kentucky Board of Nursing are included in this section.

## **Legal Issues**

All school health services personnel, both licensed and unlicensed, should be aware of the

federal and state laws and regulations related to school health services. This section includes links and information on Kentucky laws and regulation on student health services, student health records, FERPA and HIPAA laws, etc.

### **School Health Services Resources**

School health services is one of the eight components of the Center for Disease Control's (CDC) well-coordinated school health program. These services are designed to ensure access or referral to primary health care services or both, foster appropriate use of primary health care services, prevent and control communicable disease and other health problems, provide emergency care for illness or injury, promote and provide optimum sanitary conditions for a safe school facility and school environment, and provide educational and counseling opportunities for promoting and maintaining individual, family, and community health. This section includes information on, bloodborne pathogen control, immunizations, environmental health, medication administration, emergency response, screenings and student safety.

### **Students with Special Health Care Needs**

The Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA) are federal laws that protect students with special healthcare and educational needs. Information about these laws, and recommended practices for the management of students with special healthcare and educational needs may be found in this section.

### **School Health Office Documentation**

School enrollment required health documents, retention of school records, documentation of school health office visits and end of year data reporting are reviewed in this section.

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## **Coordinated School Health**

### **Primary Resources**

- Information on the Kentucky Department of Education Coordinated School Health Program and personnel contact information may be found [here](#)
- [CDC Whole School, Whole Community, Whole child \(WSCC\)](#) Resources for expanding the CSH approach, linking health and academics
- [National Association for School Nurses Resources](#)  
Position Statement on Whole School, Whole Community, Whole School, Implications for School Nurses; NASN Practice Topics and Resources, School Wellness Policies

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## **Health Conditions**

### **Allergy and Anaphylaxis**

- Kentucky laws, regulations and protocols regarding management of allergies and anaphylaxis are located under Legal Issues
- [CDC Toolkit for Managing Food Allergies in Schools](#) Resources for managing food

allergies in schools

- [NASN Food Allergies and Anaphylaxis Toolkit](#) Sample school policies and resources for managing food allergies in schools
- [Protocol for Epinephrine Auto-Injector in the School Setting is located in Appendix A of the Kentucky Department for Public Health \(KDPH\) Core Clinical Service Guide](#) (KDPH, July 2021)
- [Allergy & Anaphylaxis: A Practical Guide for Schools and Families-guide for parents, school nurses and staff on how to help at-risk students stay safe at school. Free download from the Allergy and Anaphylaxis Network](#) (2017)
- [Understanding Anaphylaxis. Allergy and Asthma Network](#) (2018)
- [Safe at School and Ready to Learn: A Comprehensive Policy Guide for Protecting Students with Life-Threatening Food Allergy](#) – Provides tools to monitor, create and evaluate policies and practices; a glossary of terms, and multiple other resources (National School Boards Association, 2012)
- [Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs](#) – Provides practical information and strategies for schools in use while reinforcing federal laws and regulations. (CDC, 2013)
- [SN CHAT School Nurse Chronic Health Assessment Tool](#) (Allergy & Asthma Network 2022)

## **Asthma**

- Kentucky laws, regulations and protocols for asthma management are located under Legal Issues
- [CDC Healthy Schools](#) Resources for Creating Asthma Friendly Schools
- [CDC Asthma for School and Childcare Providers](#) Resources and videos for schools on asthma management
- [NASN Practice Resources, Asthma Management in Schools](#)
- [NIH Managing Asthma: A Guide for Schools](#) National Institute of Health resources for managing asthma and physical activity, curriculum and letter templates (2014)
- National Institute of Health suggested protocol for schools for emergency asthma treatment when no nurse is present may be found [here](#)
- [American Academy of Allergy, Asthma and Immunology](#) School-Based Asthma Management Program Toolkit (SAMPRO) 2017
- [SN CHAT School Nurse Chronic Health Assessment Tool](#) (Allergy & Asthma Network 2022)

## **Diabetes**

- Kentucky laws for diabetes management in schools are located under Legal Issues
- [CDC Diabetes in Schools](#) CDC resources for managing diabetes in school
- [NASN Diabetes in Children](#) NASN Practice Topic, Diabetes includes practice guidelines and training materials

- [NDEP Helping the Student with Diabetes Succeed: A Guide for School Personnel](#) National Institute of Health Diabetes Education Program resources for managing students with diabetes in school (2016)
- [American Diabetes Association](#) (2017) Diabetes Care Tasks at School: What Key Personnel Need to Know
- [SN CHAT School Nurse Chronic Health Assessment Tool](#) (Allergy & Asthma Network 2022)

## **Epilepsy and Seizures**

- Kentucky laws and protocols for epilepsy and seizure management are located under Legal Issues
- [CDC Epilepsy in Schools](#) Information on management of seizures in schools
- [CDC Epilepsy, Trainings for Professionals and School Staff](#) Resources for school nurses and trainings for school staff
- [Managing Students with Seizures, Epilepsy Foundation of Kentuckiana](#)
- [NASN Resources Training for School Nurses Managing Students with Seizures](#) CEU training for school nurses on management of students in schools
- [SN CHAT School Nurse Chronic Health Assessment Tool](#) (Allergy & Asthma Network 2022)

## **Healthcare Plans**

- Kentucky laws and protocols for epilepsy and seizure management are located under Legal Issues
- [CDC Epilepsy in Schools](#) Information on management of seizures in schools
- [CDC Epilepsy, Trainings for Professionals and School Staff](#) Resources for school nurses and trainings for school staff
- [Managing Students with Seizures, Epilepsy Foundation of Kentuckiana](#)
- [NASN Resources Training for School Nurses Managing Students with Seizures](#) CEU training for school nurses on management of students in schools
- [SN CHAT School Nurse Chronic Health Assessment Tool](#) (Allergy & Asthma Network 2022)

## **Mental Health and Substance Abuse**

- [KDE Resources on Social, Emotional and Behavioral Health](#) KDE webpage for social, emotional and behavioral health information for Kentucky schools
- [KDE Suicide and Prevention Awareness Resources](#) KDE webpage for additional information and resources on suicide prevention
- [KDE Resources for Safe and Drug Free Schools](#) KDE webpage for additional information and resources for providing safe and drug free schools
- [Protocol for Narcan Auto-Injector in the School Setting is located in Appendix B of the Kentucky Department for Public Health \(KDPH\) Core Clinical Service Guide](#) (KDPH, July 2021)
- [NASN Mental Health Resources](#) School nurse resources for student emotional health

## Traumatic Brain Injury and Concussions

- Kentucky law ([KRS 160.445](#)) for sports concussion management are located under Legal Issues
- [CDC What is a Concussion?](#) Video and description of concussions and brain injury
- [CDC Heads Up to Schools: School Nurses](#) Information and resources for school staff and parents on concussions and brain injuries
- [NASN Concussions, the Role of the School Nurse](#) Role of the school nurse in identification, care and monitoring of the student athlete with a concussion
- KHSAA and NFHS Concussion Implementation Information may be found on the KHSAA Sports Medicine Information webpage (2017)

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## Federal Laws

- [FERPA](#) Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) And the Health Insurance Portability and Accountability Act of 1996 (HIPAA) To Student Health Records
- [HIPAA and FERPA Comparison, National Association of School Nurses](#) Guidance on student health documentation and privacy
- [American Disabilities Act \(ADA\)](#) Describes disability accommodations for students
- [Individuals with Disabilities Education Act \(IDEA\)](#) US Department of Education Office of Civil Rights resources for schools and students with disabilities
- [Section 504 Education Students with Disabilities](#) Frequently asked questions answered about rights of students with disabilities
- [Every Student Succeeds Act \(ESSA\)](#) Kentucky Department of Education’s plan for implementing ESSA in meeting the educational needs of students and for the development of high-quality instructional and support personnel. School Nurses are included as support personnel.

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## Health Services Program Requirements, Roles and Responsibilities

According to the Centers for Disease Control and Prevention (CDC), approximately 25% of school aged children have a chronic health condition. These chronic health conditions may include asthma, diabetes, seizure disorders, food allergies or other chronic health conditions that may require management during the school day or school sponsored event. [KRS 156.502](#) requires school health services to be provided to any student who needs health services in order to attend school or a school sponsored activity. School health services provided in the school setting can help in the management of the student’s chronic health condition and may also impact the student’s attendance and academic success.

Models for school health services are determined by the local school district. Examples of school models for the delivery of school health services include:

- Health services delivered by local school district employees. School district employed Registered Nurses and/or Advanced Practice Registered Nurse (APRN), Licensed Practical Nurse (LPN) and non-licensed trained school personnel are elements of this model. According to KRS 156.502, only an RN, APRN or MD may train and delegate selected school health procedures such as medication administration or the performance of a clinical procedure. The LPN and unlicensed school personnel must be supervised by the RN, APRN or MD.
- Health services contracted with the local health department. Some school districts contract with their local health department for the provision of school health services. The contract stipulates the services to be performed by local health department nurses.
- School Based Health Centers are another type of school health services program. The school district contracts with a hospital or physician's office to provide primary nursing care and may also include medical, dental and mental health services.

Each school district is responsible to develop and implement school health services policies and procedures describing how the health services will be provided and who is responsible for ensuring these services are administered. KDE has developed guidelines for contracting with outside agencies for the provision of school health services. These guidelines may be found [here](#)

## **Management of School Health Services**

The School District Health Coordinator works in cooperation with all school personnel, School Health Coordinator works in cooperation with all school personnel, the local board of education, the State Department of Education, the local health department, family resource and youth service centers, and parents in planning, promoting and implementing a school health services program per 702 KAR 1:160 Section 4. Requirements for this position are also found [here](#).

In Kentucky, a school nurse may be either an Advanced Practice Registered (APRN), a Registered Nurse (RN) or Licensed Practical Nurse (LPN). Each title (APRN, RN or LPN) has specific training preparation according to their licensure. The different roles and responsibilities per nursing scope of practice may be found [here](#). Each nurse must have a current KY license to provide health services in the school setting. (Licenses must be renewed no later than October 31, each school year).

The Kentucky Board of Nursing (KBN) regulates nursing practice, including school nursing practice. KBN has issued many Advisory Opinion Statements on school nursing practice, and the delegation and supervision required when delegation of nursing tasks to unlicensed school personnel. (AOS # 15 Roles of Nurses in the Supervision and Delegation of Nursing Tasks to Unlicensed Personnel and AOS # 30 School Nursing Practice). These Advisory Opinions are available on the KBN website under nursing practice.

RNs may administer medications and treatments only as prescribed by physicians (MD), physician assistants (PA), dentists and an advance practice registered nurse (APRN). Requests from parents to change a prescribed medication or treatment may not be accepted without the RN first contacting the prescribing healthcare provider.

KRS 314.011 (10) defines licensed practical nurse practice. By definition, a licensed practical nurse (LPN) practices under the direction of a registered nurse, physician, or dentist and is not licensed for independent nursing practice. KRS 156.502 (2) does not allow the LPN to delegate the performance of health services to unlicensed school personnel.

Supervision of the LPN does not require the supervisor to be physically present in the same building. However, the LPN may not practice without oversight of the nursing care provided to students.

Licensed Kentucky school nurses have the ultimate accountability for the management and provision of nursing care for children attending a Kentucky public school, including all delegation decisions. Delegation is defined by the American Nurses' Association as the "transfer of responsibility for the performance of an activity from one individual to another, while maintaining the accountability for the outcome." School health services may be delegated to unlicensed school personnel according to related sections of KRS 156.502. KRS 156.502 describes who may delegate health service(s) (physician, APRN or RN), the training and the documentation of the training. The delegation and training are only valid for the current school year. (KRS 156.502 (2))

For school nurses, Kentucky Administrative Regulation (KAR) 201 KAR 20:400 Delegation of nursing tasks to non-licensed personnel, provides direction on how tasks may be delegated to a non-licensed individual by a licensed registered nurse (RN) or Advanced Practice Registered Nurse (APRN). The delegating school nurse will also be responsible for ongoing training and competency evaluations of the non-licensed personnel to safeguard the health and welfare of the students in their care. A KBN Decision Tree for Delegation to Unlicensed Assistive Personnel (including unlicensed school personnel) may be found on the KBN website.

Supervision is defined in 201 KAR 20:400 to mean "the provision of guidance by a qualified nurse for the accomplishment of a nursing task with periodic observation and evaluation of the performance of the task." The evaluation should include validation that the nursing task has been performed according to established standards of practice. Even when school personnel may perform the task, whoever delegates the task will retain the responsibility for the outcome. Supervision of unlicensed school personnel does not require the delegating nurse to be present in the same building. However, the delegating school nurse should be available by phone for consultation.

Unlicensed School Personnel may be delegated some school health services responsibilities. However, according to KRS 156.502, only a licensed health professional (MD, APRN or RN) may determine whether the school employee is appropriate to be trained and delegated to perform a specific school health service. (KRS 156.502 defines school health services. The KBN Decision Tree for determining safe delegation of nursing tasks may be found on the KBN website under the nursing practice tab.)



When accepting the delegation to perform a specific school health service, the unlicensed school employee performs this function under the supervision of the delegating licensed health professional (KRS 156.502). Unlicensed school personnel should only accept a delegation that he/she knows is within his/her skill set or knowledge and should always contact the supervising school nurse if unclear about performing the delegated task. Unlicensed personnel have the responsibility to follow school district policies and procedures and report to the supervising school nurse if they have any reason to believe they have made an error in the administration of the health service. This should be reported as soon as possible.

KRS 156.502 requires written documentation of the school employee's consent to the delegation of a specific school health service. The written documentation verifies that designated school employee has received training and demonstrated competency. The delegation, training and documentation are only valid during the current school year.

The American Academy of Pediatrics [TEAMS](#) (Training, Education, Assistance, Mentorship and Support) program aims to improve child health by supporting school districts in making improvements in school health programs.

### **School Health Services Statutes, Regulations and Guidelines**

- [KRS 156.502](#) Health services in the school setting-Designated Provider-Liability protection
- [702 KAR 1:160](#) School health services. Section 4 requirements for School District Health Coordinator
- [Sample District Health Coordinator Job Description Template](#) KDE sample template job description for District Health Coordinator
- [Local District Health Coordinator \(MUNIS Code Job Description\)](#) Kentucky Local District Classification Plan, Code 7271
- [School Nurse Role/Job Description](#) KDE sample template school nurse job description
- [District and School Self-Audit Tools](#) KDE resources for compliance of KY laws and regulation on provision of school health services
- [CDC Managing Chronic Health Conditions in School: The Role of the School Nurse](#) CDC guidance on the role of the school nurse in providing care to students with chronic health conditions.
- [Role of the 21<sup>st</sup> Century School Nurse](#) NASN, 2016) NASN Position Statement on role of school nurse
- [NASN Back-to-School Toolkit](#) (2016-2017) NASN resources for school nurses in organizing and management health office and provisions of school health services
- [Students with Chronic Health Conditions: The Role of the School Nurse](#) (NASN, 2017) NASN position statement on role of school nurse in provision of health services to students with chronic health conditions
- [NASN The Role of the LPN/LVN in the School Setting](#) NASN position statement on role of LPN/LVN in provision of school health services
- [NASN Unlicensed Assistive Personnel, Their Role in the Health Services Team](#) NASN position statement on the use of unlicensed school personnel in the delivery of school health services
- [NASN The Role of the School Nurse in Telehealth](#) NASN position statement on the role

of the school nurse and telemedicine in providing school health services

- [NASN The Complimentary Roles of the School Nurse and School Based Health Centers](#)  
NASN position statement on the role of the school nurse and school-based health centers
- [KRS 314.011](#) Definition of registered nurse, advanced practice registered nurse and licensed practical nurse
- [201 KAR 20:400](#) Delegation of nursing tasks
- Kentucky Board of Nursing (KBN) Advisory Opinion Statements on school nursing, provision of school health services and delegation to unlicensed school personnel may be found on the KBN website under the Practice tab
- School district policies, procedures and protocols are developed by the local school district. The Kentucky School Board Association (KSBA) has an online listing of each school district's policies and may be accessed from the KSBA website under services tab.

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## Legal Issues

### State Laws and Regulations

- [KRS 156.501](#) Student health services-Responsibilities of the Department of Education and Department for Public Health-Filling of position -Funding
- [KRS 156.502](#) Health services in the school setting-Designated provider-Liability protection
- [702 KAR 1:160](#) School health services
- [KRS 156.160](#) Promulgation of administrative regulation by Kentucky Board of Education-Voluntary compliance - Penalty  
(1)(g) Physical exam requirements; (1) (h) vision exam requirement; (1) (i) dental screening/exam requirement
- [KRS 156.070](#) General powers and duties of state board, (1) (d) annual sports physical exam to participate in any high school activity or sports
- [KRS 158.6451](#) Legislative declaration of goals for Commonwealth's Schools-Model curriculum framework (1)(e) Schools shall reduce physical and metal barriers to learning
- [KRS 158.035](#) Certificate of Immunization
- [KRS 158.037](#) Report of immunization results
- [KRS 158.160](#) Notification to school by parent or guardian of child's medical condition threatening school safety-Exclusion of child with communicable disease from school – Closing of school during epidemic
- [KRS 158.297](#) Meningococcal meningitis disease and vaccine information
- [KRS 158.830](#) Legislative Findings-Construction of KRS 158.830-158.836
- [KRS 158.832](#) Definitions for KRS 158.830 to 158.836
- [KRS 158.834](#) Self-administration of medications by students with asthma or anaphylaxis – Authorization Written Statement-Acknowledgement of liability limitation-Duration of permission
- [KRS 158.836](#) Possession and use of asthma or anaphylaxis medications-Students with documented life-threatening allergies-Schools electing to keep epinephrine on premises-Limitation of liability
- [KRS 158.838](#) Emergency administration and self-administration of diabetes and seizure disorder medications - Required training -- Required written statements -- Limitation on

liability ---

- [702 KAR 4:170](#) Facility programming and construction criteria - [Facility Programming and Construction Criteria Planning Guide](#) – Page 47 Designated First Aid facility (health office) in each school
- [KRS 160.1592](#) Public charter schools’ part of state’s public education system – health and safety requirements
- [KRS 160.445](#) Sports safety course required for high school athletics coaches -- Training and education on symptoms, treatment, and risks of concussion -- Venue-specific emergency action plans.
- [KRS 217.186](#) Use of Naloxone by schools
- [KRS 214.034](#) Immunization of children
- [KRS 214.036](#) Exceptions to immunization requirement
- [902 KAR 2:055](#) Immunization data reporting and exchange
- [902 KAR 2:060](#) Immunization schedules for attending child day care centers, certified family childcare homes, other licensed facilities which care for children, preschool programs and public and private primary and secondary schools.
- [902 KAR 45:150](#) School sanitation, each school building shall have adequate first aid material available and easily accessible and shall be equipped with the following items (Section 7)
- [KRS 314.011](#) Definition of registered nurse, advanced practice registered nurse and licensed practical nurse
- [KRS 314.021](#) Policy-regulation of nursing
- [KRS 314.470](#) Nurse Licensure Compact, Article III c. Compliance with party state nursing practice laws
- [201 KAR 20:400](#) Delegation of nursing tasks
- [16 KAR 2:060](#) School nurse certification
- [KRS 311.667](#) Requirements for person or entity acquiring an automated external defibrillator (AED)
- [KRS 620.030](#) Duty to report dependency, neglect, abuse, or human trafficking -- Husband-wife and professional-client/patient privileges not grounds for refusal to report -- Exceptions -- Penalties.

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## **School Health Services and Resources**

### **Communicable Diseases and Immunizations**

- [KRS 158.035](#) Certificate of immunization
- [KRS 158.037](#) Report of immunization results
- [KRS 214.034](#) Immunization of children
- [KRS 158.160](#) Notification to school by parent or guardian of child’s medical condition threatening school safety – Exclusion of child with communicable disease from school- Closing of school during epidemic
- [KRS 214.036](#) Exceptions to immunization requirement
- [902 KAR 2:055](#) Immunization data reporting and exchange
- [902 KAR 2:060](#) Immunization schedules for attending child day care centers, certified

family childcare homes, other licensed facilities which care for children, preschool programs, and public and private primary and secondary schools

- Kentucky Department for Public Health Immunization Program website has current information on immunization requirements, Immunization Registry, and forms

- [For Parents: Vaccines for Your Children](#) (CDC, 2019) Information for parents on immunizations
- [NASN: Voices of Meningitis](#) NASN information for school nurses/parents on meningitis and the vaccine to protect children
- [NASN: Seasonal Influenza](#) NASN information for school nurses and parents on preventing seasonal influenza
- Arkansas Healthy Children Handbook, Chapter 11, Preventing Communicable Diseases (2013)

### **Environmental Health**

- [CDC Parasites-Head Lice, Information for Schools](#) Information for schools and parents on prevention and treatment of head lice
- [CDC Parasites – Bed Bugs](#) Frequently asked questions about bed bugs and treatment
- [NASN Head Lice](#) Information for school nurses, school staff and parents on prevention and treatment of head lice
- [Bed Bugs: Get Them Out and Keep Them Out](#) (EPA) Resources for the prevention and treatment of bed bugs
- [Managing Pests in Schools \(EPA\)](#) Information for an integrated pest management program in schools

### **Bloodborne Pathogens and Universal Precautions**

- [US Department of Labor – OSHA, Bloodborne Pathogens](#) OSHA standard for the prevention of exposure to bloodborne pathogens
- [CDC MMWR Universal Precautions for the Prevention of Transmission of Bloodborne Pathogens](#) MMWR document on which body fluids apply to universal precautions OSHA standard
- Ohio Department of Public Health, Bloodborne Pathogen Training for School Staff (2016)

### **Emergency Preparedness/First Aid**

- [702 KAR 1:160 School health services, Section 2 \(10\)](#) School health services (b) A requirement that whenever children are present during school hours, there shall be at least one (1) adult present in the school who is certified in a standard first aid course which includes CPR for infants and children
- [902 KAR 45:150](#) School sanitation, each school building shall have adequate first aid material available and easily accessible and shall be equipped with the following items (Section 7)
- [KRS 311.667](#) Requirements for person or entity acquiring an automated external defibrillator (AED)
- [Disaster Preparedness, Resources from NASN](#) Position statement on the role of the school nurse in emergency preparedness and other resources
- Kentucky Center for School Safety, Emergency Management Resource

Guide (2016) Information on how to plan for school and district emergencies

### Field Trips

- [NASN Role of the School Nurse on School-Sponsored Trips](#) NASN Position Statement on school nurse's role in providing health services to students while on school-sponsored field trips
- [NASN Nursing Delegation in Schools](#)
- [Section 504 Education Students with Disabilities](#) Civil Rights Law that prohibits discrimination against individuals with disabilities
- Providing Health Services for Children with Special Health Care Needs on Out-of-State Field Trips, NASN School Nurse, (2014:29:84) SAGE Publications

### Medications

- [KRS 156.502](#) Health services in the school setting-Designated Provider-Liability protection
- [702 KAR 1:160](#) School health services Section 5, Delegation to Perform Medication Administration
- Information for training unlicensed school personnel to administer medications may be found at [Kentucky Department of Education Medication Administration Training Manual](#)
- Protocol for Stock Epinephrine in Schools, located in Appendix A of the Kentucky Department for Public Health Core Clinical Guidance (2017)
- Naloxone (Narcan) Protocol for Schools, located in Appendix B of the Kentucky Department for Public Health Core Clinical Guidance (2017)
- Information on administration of specific medications for chronic health conditions may be found under Health Conditions

### Screenings

- [KRS 156.160](#) Promulgation of administrative regulation by Kentucky Board of Education-Voluntary compliance - Penalty (1)(g) Physical exam requirements; (1) (h) vision exam requirement; (1) (i) dental screening/exam requirement
- [702 KAR 1:160](#) School health services, Section 2 (9) (a) A board of education shall adopt a program of continuous health supervision for all currently enrolled students.  
(b) Supervision shall include scheduled screening tests for vision and hearing.
- [NASN Vision and Eye Health](#) Resources and information on vision screening of school aged children

- [CDC Hearing Loss Recommendations](#) Childhood hearing screening guidelines from the CDC and the American Academy of Audiology

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### **Students with Special Health Care Needs**

- [Individuals with Disabilities Education Act \(IDEA\)](#) US Department of Education Office of Civil Rights resources for schools and students with disabilities
- [Section 504 Education Students with Disabilities](#) US Department of Education Office of Civil Rights frequently asked questions answered about rights of students with disabilities
- [IDEIA and Section 504 Teams - The School Nurse as an Essential Team Member](#) - NASN position statement on role of school nurse and provision of health services for students with disabilities
- [KY Oxygen Guidance for School Buses](#) KDE guidance on the safe transportation on a school bus for a student who requires oxygen therapy
- [Accommodating Children with Disabilities in the School Meal Programs](#) Guidance for School Food Service Professionals, US Department of Agriculture Food and Nutrition Service (2017)
- [Medicaid School-Based Health Services](#) KDE Medicaid reimbursement guidance for school health services included in the student's IEP

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### **School Health Office Documentation**

- [Kentucky Public School District Records Retention Schedule Page 120](#)  
This records retention schedule is to be used by all public-school districts in the Commonwealth. It is an attempt to list all records created or received by the district's central office, school board, school administration, school based decision making councils and grades K thru 12.
- [Infinite Campus Health Information: What should I enter?](#) KDE guidance on required health data to be entered into KSIS
- [End of the Year Health Reporting](#)
- [Infinite Campus Health Data Entry Information](#)
- [How to Set Up and Use Health Office Visits in Infinite Campus](#)

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