Budgeting by Priorities: Budget Proposal

Health Services Department

Strategic Plan Goal: Safety

Problem Statement:

The Health Services Department is responsible for the safety of students, specifically student health. Beginning with enrollment, the following information is obtained, vaccine information and the Health and Development History to determine if accommodations, physician/treatment orders and health care plans are needed. These components, if indicated, are required for safe attendance for the student at school. Students are attending school with chronic health care conditions that require management by a licensed health care staff member. School nurses provide the following for students:
- Provides care and case management for children with chronic health problems.
- Assures student compliance with state and local regulations related to health and safety.
- Assures the health and safety of the school students and staff.
- Ensures compliance with school entry health requirements such as immunizations.
- Monitors security and safe administration of medications.
- Manages disaster preparedness and emergency service plans.
- Provides health education and staff wellness.
- Identifies school health needs and advocates for necessary resources.

All of the above provide for a safe environment for students to attend school and are a critical link for academic success.

The Health Services Department delivery of services model is as follows:
- The five comprehensive high schools have full time school nurses.
- The other high school sites have one to two days of school nurse time.
- The middle schools have full time licensed health care combination of school nurses (FTE 0.5) and assistant nurses (FTE 0.5)
- The district has eight elementary regional sites that provide full time licensed care. Assistant nurses work Monday-Friday with school nurse oversight.
- The remaining elementary schools have school nurse time from one to two days per week.

Case Statement:

Healthy children are successful learners. The roles, responsibilities and staff of the Health Services Department reduce health related barriers for each student by supporting the physical, mental, emotional and social health of students and their success in the learning process.

There are also several Washington State laws in place with regard to health care of students in the school setting including staff training which reduce barriers to learning while supporting safe and healthy students.
Stakeholders:

The Health Services Department provides for the safety and health of students and staff.

It is well-known to school staff that the school nurse focuses on healthcare of individual students within the school campus, as well as the healthcare needs of the entire student body. It is less known, however, that school nurses address and influence community health outside the confines of the campus. We practice public health interventions when we address immunizations, infectious disease surveillance, environmental health, disaster and emergency planning, and many other health and safety issues affecting the public. NASN Weekly Digest (NASN Position paper attached)

Mission Statement: It is the mission of the Tacoma School District's Health Services Department to enhance the academic success of students and wellness of staff through: health education, nursing services and environmental safety. This will be accomplished through the collaborative efforts of the school district, students, parents, health care providers and other community members and agencies.

Scope of Work: What does the immediate work entail?

"The school nurse's primary responsibility is to the students. Each school nurse is responsible for each component of the nursing process with children in school: assessing, planning, implementing, and evaluation the nursing care. This is a continuous process. The registered nurse is responsible for the initiation of the care plan. In order to complete the initial care plans, the registered nurse must be alerted to the needs of the children who will attend school. Optimally, these needs would be identified and communicated prior to attendance at the school to allow for adequate planning and training of school personnel. Administrators (including Special Education) in each school must establish a procedure that identifies and communicates the students actual or potential needs for nursing care to the registered nurse. The identification of these needs, at the point of entry, can be communicated through health forms, parents messages to school administrative personnel, or the health room personnel. Time to assess the needs of children and develop the plans must be considered as additional to the time needed to provide the actual care." OSPI Staff Model for the Delivery of School Health Services (attached)

The following is a list of activities/demands on the Health Services Department:

- Students are attending school with more acute medical conditions requiring nursing care.
- Responsible for Home/Hospital Tutoring
- Responsible for Special Education Tutoring
- Oversee Section 504 BRC
- Oversee School Health Clerk Coverage Model
- Health Services Department is responsible for providing coverage for staff absences with limited substitutes. A staffing agency is utilized when no district coverage is available.
- Responsible for 5 contracts with staffing agencies for 1:1 nurses for students as indicated by IEP’s.
- Track vaccine compliance for the district including submitting a state report and clarifying information for the district programmers.
- State mandated vision and hearing screening of students at grades K, 1, 2, 3, 5, and 7. Screening is completed through a paid screening team. Includes training and scheduling.
- Mandatory annual calibrations of district audiometers.
- Completion of annual reports as required from OSPI and district. Including reports to the school board.
Oversee district School Based Dental Sealant Program through the Tacoma Pierce County Health Department.

Responsible for departmental handbook updating.

Organizing professional development and meetings for Health Services staff.

Health Center Emergency Preparedness including emergency equipment.

Knowledge of communicable disease management in partnership with the Tacoma Pierce County Health Department resource.

Daily telephone triage/problem solving available for staff and parents regarding student medical issues and situations.

Deployment of School Nurses and Assistant Nurses for the district.

Required district staff training in asthma, anaphylaxis and diabetes. Power point presentation prepared for school nurses to train staff. (Transitioning over to SafeSchools through Professional Development)

Manage the district Health Services website. This includes the nurses only “Forms” site and Health Care Plans for students with life threatening health conditions.

Plan and organize required health care plans/medication orders/staff training for all students in the district Summer Programs. Provide for licensed health care staffing needs.

Update district policies as needed.

Organize health services coverage for summer programs.

(See attached “OSPI Health Services Topics A-Z" These are all areas that relate to the school nurses role in the school setting.)

Item #1 Expansion: 2016-2017 school year. Wainwright combined elementary/middle school will open. This is a unique situation as this school will be linked to Whittier Elementary. The increase in FTE will allow one school nurse 1.0 FTE (Current Whittier FTE 0.3 plus additional FTE for Wainwright being requested 0.7 FTE) for a Wainwright and Whittier assignment. The staffing needed for the health room: Certificated School Nurse 0.7 FTE and Health Room Assistant Nurse 0.5 FTE. Every Middle School in Tacoma Public Schools has fulltime licensed care (combined Health Room Assistant Nurse and School Nurse).

Item #2 Expansion: 2015-2016 increase the annual extra days for School Nurses to a total of 5 extra days prorated per 1.0 FTE prior to the start of school to work on Health Care Plans for students with life-threatening health conditions to safely attend school with a plan, treatment orders and medication in place prior to their first day of attendance. Currently 2 extra days prorated per 1.0 FTE are allowed per an MOU that has been rolling over for the past 8 years. 2 extra days is not enough to complete the work that needs to be done prior to having students with life-threatening health conditions attend school safely the first day of their attendance at school. The majority of school nurses are assigned to more than one building. Per the OSPI District Assessment report that is submitted to the Office of Superintendent of Public Instruction Health Services division, Tacoma Public Schools for the 2014-2015 school year had 1429 students with life-threatening health conditions requiring health care plans, medication and treatment orders prior to their first day of school attendance. Divided among 55 sites in the district, roughly 25 students per building require health care plans, medication and treatment orders prior to their first day of attendance. Along with the paperwork, staff training must take place to have a planned response to an emergency situation for these students. This staff training must also be completed prior to the students first day of attendance.

Item #3 Ongoing: FTE for cert and classified staff, Health Services Administrator and secretary.

Item #4 Ongoing: Health Services Department Discretionary Budget

Crisis Prevention: The role and responsibilities of the school nurse includes training staff to respond to an emergency situation for each student. The training is specific to the students health care plan and medication/treatment orders. Which also includes disaster preparedness planning.
for students with life-threatening health conditions.

Focused Professional Development: Training is provided for health services staff in specific areas with staff input and needs based upon observations. Trainings are through community partners who present for the health services department staff. Staff have voiced the need to have a Triage Training PD workshop for disaster preparedness planning. (One goal for the department next year is staff organizing a Professional Learning Community.)

Effective Leadership: This past school year, School Nurse meetings were held during the workday. This has been a wonderful change for the department. This allows for the expectation that if you are at work on the day of the meeting then you need to be at the meeting. Great discussions and dissemination of information one time. Committee work has been consistent with staff having a voice in the department processes and goals.

Equitable Opportunities: The work of the staff in the department removes barriers to learning so that each student will be in class and learning. Staff connect with families, health care providers and community partners to remove barriers and have plans in place for students that have the need. Help obtaining vaccines, linking with resources for needs of the family, connecting with licensed health care providers for clarification and information needed to create a health care plan and obtain medication treatment orders.

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**Success Criteria and Goal Statements:**

1. District immunization reporting due November 1st to the Washington State Department of Health will reflect greater than 90% complete vaccine rate.

2. Health Care Plans, medication and treatment orders for students with life-threatening health conditions will be in place prior to their first day of school attendance.

3. The number of district schools participating in the School Based Oral Health Program through the Tacoma-Pierce County Health Department will increase by 10%.

4. Students participating (obtaining flu vaccine) in the Tacoma Pierce County Health Departments school based flu vaccine clinics will increase by 10%.

5. Professional Development will include one Professional Learning Community planned and developed by school nurses.

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**Performance Measures:**

1. District Immunization report due November 1st to Washington State Department of Health: 90% vaccine compliance.


3. Increased number of students participating in the school based flu vaccine clinics: compare numbers of students obtaining the flu vaccine through the program between 2014-2015 and 2015-2016 school year.

4. Professional development will include school nurse planned Professional Learning Community.

5.
What specific Board adopted benchmarks will be influenced by this work?

Creating and maintaining safe learning environments: The health services department staff provide support and care for all students including those who are struggling socially and emotionally. By helping to find resources for students and parents, providing care and focusing on student safety, the health services department staff support creating a strong positive culture which in turn improves academic performance, student engagement and social emotional learning.

Academic Excellence:
Healthy students make better learners. Health Services Department staff assist students to be in school and engaged by removing barriers to attending. One example: Student visits to the health room during the school day are evaluated for the need to go home vs stay in school. The percentage of students going home is very low when compared with the total health room visits in a school year. Students being in class promotes academic excellence. (see attached Health Services Delivery Model for health room information data)

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<td><strong>9 Weeks of Implementation</strong></td>
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<td>The school health program and the role of the school nurse is a continuous process. Student health conditions requiring medication at school and health care plans in place will be completed. School nurses will have completed staff training for medication administration and health care plans. However a new student may enroll in a building needing a new health care plan and medication and additional staff training may be needed. All students should have the required vaccines for school attendance. Vision and hearing screening of students is completed by December. Flu vaccine clinics through the Tacoma Pierce County Health Department occur during October and November. Some schools will be participating in the School Based Oral Health Program through the Tacoma-Pierce County Health Department. Care of ill and injured students ongoing. Professional development opportunities for school nurses, assistant nurses and school health clerks will continue. On-going disease surveillance and health education at each school.</td>
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Attach documents associated with this proposal here:

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<tr>
<td>HEALTH SERVICES DELIVERY MODEL FINAL -- PP 2-12-2015.pptx Microsoft PowerPoint Presentation 119 KB</td>
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<td>School Nurse Role - Position Paper NASN.pdf Adobe Acrobat Document 159 KB</td>
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<td>List of Topics Important to School Nursing from OSPI.docx Microsoft Word Document 16.8 KB</td>
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