

## OAR 581-022-2220 (Health Services) Implementation Tool

This tool is designed to support districts to implement requirements found in [OAR 581-022-2220](#). For more information on how to use this tool, please see the [Instructions document](#). The first section of OAR 581-022-2220 requires school districts, education service districts, and public charter schools to develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased, where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. This tool facilitates self-evaluation of the required components of the rule.

**District/School/Program Name:**

**Ontario School District**

**Date Last Updated:**

**5/27/2024**

### Table I: Staff Member Roles

Naming roles and identifying individuals, and alternates where appropriate, helps to ensure direction, coordination, and collaboration in providing health services. Health services encompass many aspects of a student’s school day and rely upon a variety of staff roles.

School and District Planning Team Members	Primary Contact (Name/Title)	Alternative Contact (Name/Title)
District leadership	Nicole Albisu/ Superintendent	Melissa Williams/ Director of Student Services
Building lead/administrator	Andrea Buccholz, Alameda Principal Kevin Capps, May Roberts Principal Tobey Huddleston, Aiken Principal Lisa Longoria, OMS Principal Ken Martinez, OHS Principal	
Health representative		
Registered nurse	Katie Hood/ RN	
Licensed health services staff		

Other staff as identified by the team	Jose Marquez/ District Mental Health Supervisor	
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**Table II: Communicable Disease Prevention & Response**

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<b>(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:</b>				
(1)(b) Communicable disease prevention and management plan that includes school-level protocols for:	Where is the protocol located and how is it trained with school staff?  Is the plan updated regularly and by whom?	<ul style="list-style-type: none"> <li>School-level Communicable Disease Management Plan</li> </ul>	<a href="https://www.ontario.k12.or.us/documents/Departments/Health/OSD-commdiseaseplan.pdf">https://www.ontario.k12.or.us/documents/Departments/Health/OSD-commdiseaseplan.pdf</a>	Yes

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(b)(A) Notifying the local public health authority (LPHA) if absence due to illness threshold, as established by the Oregon Health Authority (OHA) or LPHA, of students and staff is attained.</p>	<p>What is the school-level process for monitoring symptoms and absences and contacting LPHA?</p> <p>Who is responsible for monitoring illness thresholds and what is the communication plan in responding?</p> <p>What metrics or data are monitored to determine when the LPHA needs to be contacted?</p> <p>How is the process reviewed and updated regularly in the district's communicable disease plan?</p>	<ul style="list-style-type: none"> <li>School-level Communicable Disease Management Plan (Section 1, Table 2)</li> <li>Protocol for LPHA communication</li> <li>Protocol for monitoring absences and illness</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">Communicable Disease Guidance for Schools</a></li> </ul>	<p>Building principals monitor attendance and illness related absences and communicate with registered nurse (OSD) and superintendent if there is an outbreak that is resulting in significant numbers of students who are out of school.</p> <p>The registered nurse (OSD) contacts the Malheur County Health Department if thresholds are met or if there are concerns that we may be meeting them in the near future.</p>	<p>Yes</p>

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(b)(B) Exclusion of individuals consistent with <a href="#">OAR 333-019-0010</a>, with a description of an isolation space that is appropriately supervised and adequately equipped and that can be used exclusively for the supervision and care of a sick child when a sick child is present in the school.</p>	<p>Where is the isolation space?</p> <p>Can it be used exclusively as an isolation space? What is the plan to shift use when needed and how will staff be made aware that the space is in use for isolation?</p> <p>What protocols are in place to ensure supervision, supplies, and cleaning after use?</p>	<ul style="list-style-type: none"> <li>School-level Communicable Disease Management Plan (Table 1; Section 3, Table 4)</li> <li>Consistent with board policies JHCC/JHCC-AR and GBEB/GBEB-AR</li> <li>Isolation space protocol</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">Communicable Disease Guidance for Schools</a></li> </ul>	<p>Each school has a health room where students with symptoms can be isolated from the rest of the school population.</p> <p>Signage will be present indicating if the area is being used to isolate an individual student.</p>	<p>Yes</p>
<p>(1)(b)(C) Implementing mitigation measures if cases warrant or if recommended by the Oregon Health Authority or LPHA.</p>	<p>How are school staff trained on the school's communicable disease mitigation measures?</p> <p>Are supplies available and located in or near where they may need to be utilized?</p> <p>What is the process implementing mitigation measures?</p>	<ul style="list-style-type: none"> <li>School-level Communicable Disease Management Plan (Section 3, Table 4)</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">Communicable Disease Guidance for Schools</a></li> </ul>	<p>Staff are trained annually by the registered nurse (OSD) during our PD Expo Fridays.</p> <p>Supplies are present in health rooms.</p> <p>There are mitigation measures enacted when needed to include enhanced cleaning procedures, social distancing, and individual student exclusions.</p> <p>Mitigation measures are enacted by the building principal in coordination with the registered nurse (OSD).</p>	<p>Yes</p>

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(b)(D) Identifying, understanding, and responding to the needs of students who are more likely to have severe disease outcomes or loss of access to education due to a communicable disease, and responding to those needs.</p>	<p>How did you identify those in your school that are disproportionately impacted by communicable disease?</p> <p>How do you monitor and determine when to respond to student’s needs? Who is included in these conversations?</p> <p>What supports are available to students and how are they communicated to staff?</p>	<ul style="list-style-type: none"> <li>• School-level Communicable Disease Management Plan (Section 2, Table 3)</li> <li>• ODE Student Acuity Tool</li> <li>• Protocol or process that would be activated (established team to discuss needs in response to CD events)</li> <li>• Individuals with Disabilities Education Act (IDEA) or section 504 process</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE registered nurse (OSD) resources <a href="#">webpage</a></li> </ul>	<p>Individual students with greater risk are monitored via their health plans by the registered nurse (OSD) and IEP or 504 case managers.</p> <p>The student acuity tool is used to determine which students meet the criteria for being medically fragile.</p> <p>The District Cabinet team will discuss district plans and needs related to CD events with consultation from the registered nurse (OSD).</p>	<p>Yes</p>

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
(1)(b)(E) Responding to the mental health impacts of a communicable disease outbreak in the school.	<p>How are the wellbeing and mental health needs of students and staff determined?</p> <p>What district or school resources will be utilized in supporting student and staff wellbeing and mental health during prevention, response, and recovery from incidents of a communicable disease outbreak?</p> <p>How are staff, students and families linked to culturally relevant health and mental health services and supports?</p>	<ul style="list-style-type: none"> <li>• Integrated Guidance/Student Investment Account Plan</li> <li>• School-level Communicable Disease Management Plan (Table 1)</li> <li>• Multi-tiered system of supports for mental health</li> <li>• Mental health community resource map</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE mental health <a href="#">webpage</a></li> </ul>	<p>The district mental health supervisor will work with building level counseling staff to determine the specific needs of the school population in the event of an outbreak of a communicable disease.</p> <p>District staff utilize the Wayfinder platform to deliver Social Emotional Learning standards as tier one of our mental health supports.</p> <p>The district website has a counseling corner that is at the front of the website. It introduces district level plans, building counseling contacts, and also community resources.</p> <p><a href="https://sites.google.com/osdk12.org/osdcounselorscorner/home">https://sites.google.com/osdk12.org/osdcounselorscorner/home</a></p>	Yes
(1)(b)(F) Ensuring continuity of education for students who may miss school due to illness.	<p>How are health and other related services for students who have an Individual Education Program (IEP) or 504 plan considered?</p> <p>What is the communication process to support family involvement during a student's absence?</p>	<ul style="list-style-type: none"> <li>• School-level Communicable Disease Management Plan (Section 2, Table 3)</li> <li>• "Child find" IDEA or section 504 process</li> </ul>	<p>Students are given additional time to complete missed assignments; all students have access to a Chromebook to complete assignments outside of the classroom using the Google platform.</p> <p>A student who is on a 504 or IEP will have a case manager that will support them with missing assignments and will deliver specially designed instruction. This person will act as a primary point of contact for parents and students.</p>	Yes

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
(1)(c) A district-to-school communication plan that includes a:	<p>Where is the protocol located and how is it shared with school staff?</p> <p>Does the protocol ensure accuracy and efficiency?</p>	<ul style="list-style-type: none"> <li>Point of contact and duties found in the school-level Communicable Disease Management Plan (Section 1, Table 2)</li> </ul>	<p>The district utilizes the Remind platform to communicate to families regarding important events and information. The district also uses the Catapult EMS system for communication in the event of an emergency.</p> <p>This is operated by the OSD Public Relations and Communications Coordinator.</p> <p><a href="https://www.ontario.k12.or.us/Departments/Communications/index.html">https://www.ontario.k12.or.us/Departments/Communications/index.html</a></p>	Yes
(1)(c)(A) Point of contact to facilitate communication, maintain healthy operations, and respond to communicable disease questions from schools, state or local public health authorities, state or local regulatory agencies, students, families, and staff;	<p>Does the point of contact have appropriate authority and knowledge to communicate to all parties accurately and efficiently?</p> <p>How is the point of contact assignment updated as needed with staffing changes?</p> <p>What is the process to make the point of contact aware of pertinent information?</p>	<ul style="list-style-type: none"> <li>Point of contact and duties found in the school-level Communicable Disease Management Plan (Section 1, Table 2)</li> </ul>	<p>The point of contact is the OSD Public Relations and Communications Coordinator.</p> <p>Taryn Smith  <a href="mailto:Tsmith@ontario.k12.or.us">Tsmith@ontario.k12.or.us</a>  541-889-5374 Ext. 3368</p> <p>The personnel office has a system for updating all staffing changes in all district systems. These systems sync daily with all communication systems.</p> <p>An email is sent to OSD Public Relations and Communications Coordinator and other pertinent district officials in the event of the need for district communications to be initiated.</p>	Yes
(1)(c)(B) Protocol to provide all staff and families with contact information for the point of contact; and	<p>How is this information shared each school year?</p> <p>Where is this information accessible to staff and families?</p>	<ul style="list-style-type: none"> <li>Link on district webpage to point of contact information</li> <li>Point of contact and duties found in the school-level Communicable Disease Management Plan (Section 1, Table 2)</li> </ul>	<p>Taryn Smith  <a href="mailto:tsmith@ontario.k12.or.us">tsmith@ontario.k12.or.us</a>  541-889-5374 Ext. 3368</p> <p><a href="https://www.ontario.k12.or.us/Departments/Communications/index.html">https://www.ontario.k12.or.us/Departments/Communications/index.html</a></p>	Yes

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(c)(C) Process to notify as soon as possible all families and other individuals if there has been a case of a restrictable disease as defined by <a href="#">OAR 333-019-0010</a> on the premises if advised by an LPHA or the OHA.</p>	<p>How does the school district ensure accurate and efficient communication is provided to families about cases as needed?</p> <p>Who is responsible?</p>	<ul style="list-style-type: none"> <li>Point of contact and duties found in the school-level Communicable Disease Management Plan (Section 1, Table 2)</li> <li>District/building-level communication tree and protocol</li> </ul>	<p>Taryn Smith  <a href="mailto:tsmith@ontario.k12.or.us">tsmith@ontario.k12.or.us</a>            541-889-5374 Ext. 3368</p> <p><a href="https://www.ontario.k12.or.us/Departments/Communications/index.html">https://www.ontario.k12.or.us/Departments/Communications/index.html</a></p> <p>Katie Hood  <a href="mailto:khoo@ontario.k12.or.us">khoo@ontario.k12.or.us</a>            208-477-1277</p> <p><a href="https://sites.google.com/view/osd-schoolnurses-corner/home">https://sites.google.com/view/osd-schoolnurses-corner/home</a></p>	<p>Yes</p>



**Table III: School Health Services**

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:</p>				
<p>(1)(a) Health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid.</p>	<p>What are the district requirements (location/supplies) for a health care space?</p> <p>Where is the health care space at building level?</p> <p>What protocols are in place to ensure supervision and supplies?</p>	<ul style="list-style-type: none"> <li>• Job description or assignment of duties that includes supervision of health care space</li> <li>• Evidence of training required for staff supervising health care space. (e.g., Medication Administration training)</li> <li>• District or building level health care and medication administration protocols</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE medication administration <a href="#">webpage</a></li> </ul>	<p>This information can be found on the OSD Registered nurse (OSD)'s Corner of the webpage.</p> <p><a href="https://sites.google.com/view/osd-schoolnurses-corner/home">https://sites.google.com/view/osd-schoolnurses-corner/home</a></p> <p>School Registered nurse (OSD)  <a href="mailto:khoo@ontario.k12.or.us">khoo@ontario.k12.or.us</a>            Office: 541-889-0040 x 2059            Cell: (208) 477-1277</p>	<p>Yes</p>

<p>(1)(e) Services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs as required by <a href="#">ORS 336.201</a>, <a href="#">339.869</a>, <a href="#">OAR 581-021-0037</a>, <a href="#">581-015-2040</a>, <a href="#">581-015-2045</a>, and <a href="#">851-045-0040 to 0060</a>; and <a href="#">851-047-0010 to 0030</a>.</p>	<p>How is student acuity assessed to determine nurse staffing as required by ORS 336.201?</p> <p>How are student needs identified and information shared with appropriate staff so that services may be provided?</p> <p>How are student services documented and information shared to support care coordination?</p> <p>Does the school district have sufficient staffing and resources for Nursing, Occupational Therapy, Physical Therapy, and Speech Language Pathology and Audiology?</p>	<ul style="list-style-type: none"> <li>• “Child find” IDEA or section 504 process</li> <li>• Process that outlines how students are identified, assessed, and receive services</li> <li>• Annual MC, MF, ND, and registered nurse (OSD) Full time Employees (FTE) data collection</li> <li>• Staffing plan that outlines health services providers and their assignments, including RN, LPN, and delegations, in relation to student population and need</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE registered nurse (OSD) resources <a href="#">webpage</a></li> </ul>	<p>The district employs an RN to oversee and delegate services for students that are medically complex and have 504 plans or IEPs. The district employs a CNA to work with students who have complex needs. The school RN works closely with them to delegate services related to students. The OSD contracts OT/ COTA and PT/PTA and an SLP services through St. Alphonsus. We work with the Regional Program for audiology and employ 4 SLPs in the district.</p>	<p>Yes</p>
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OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(h) Process to assess and determine a student’s health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more new medical diagnose(s) impacting a student’s access to education, and implement the student’s individual health plan prior to attending as per <a href="#">336.201</a>.</p>	<p>How are student health concerns identified during enrollment?</p> <p>How is information shared with nursing staff upon registration, including transition from and early intervention/early childhood special education (EI/ECSE)?</p> <p>What tool or process does the district have to assess student nursing and other licensed school health services needs?</p> <p>How is information shared and communication supported between licensed health staff, teachers, and other school staff?</p>	<ul style="list-style-type: none"> <li>• Registration process that captures medical diagnoses and health concerns</li> <li>• “Child find” IDEA or section 504 process</li> <li>• Documentation of nursing assessment and delegation process</li> <li>• Delegation records</li> <li>• Student health records</li> <li>• Registered nurse (OSD) assessment tool and process for development and implementation of student health care plans</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE registered nurse (OSD) resources <a href="#">webpage</a></li> <li>• Oregon nurse practice act (<a href="#">Division 45</a> &amp; <a href="#">Division 47</a>)</li> </ul>	<p>There is a section of the registration process that gives parents an opportunity to identify any health or other special needs their child may have. This is then reviewed by office staff/ secretaries and the registered nurse (OSD) is notified of any new needs.</p>	

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(j) Policy and procedures for medications, as per <a href="#">ORS 339.866 to 339.874</a> and <a href="#">OAR 581-021-0037</a>.</p>	<p>How are school building staff familiarized with medication administration policies and procedures?</p> <p>Are staffing resources and time allocated to medication administration training to ensure student needs are met throughout the school day?</p> <p>Are supplies, space, and storage available at each school building?</p>	<ul style="list-style-type: none"> <li>• Consistent with school board policies JHCD/JHCDA and JHCD/JHCDA-AR</li> <li>• Staff training documentation</li> <li>• District or building level medication administration protocol</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE medication administration <a href="#">webpage</a></li> </ul>	<p>The district has board policy related to the administration of medication. Building staff are trained by the registered nurse (OSD) and document administration on a log or in Synergy.</p> <p>This information can be found on the OSD Registered nurse (OSD)'s Corner of the webpage.</p> <p><a href="https://sites.google.com/view/osd-schoolnurses-corner/home">https://sites.google.com/view/osd-schoolnurses-corner/home</a></p> <p>School Registered nurse (OSD)  <a href="mailto:khoo@ontario.k12.or.us">khoo@ontario.k12.or.us</a>  Office: 541-889-0040 x 2059  Cell: (208) 477-1277</p>	

<p>(1)(k) Guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by <a href="#">ORS 336.201</a>, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities. The guidelines must include:</p>	<p>What tool or process does the district have to assess student nursing needs?</p> <p>How are student health services coordinated while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities?</p> <p>How is the provision of health services documented?</p>	<ul style="list-style-type: none"> <li>• Consistent with board policies JHCD/JHCDA, and JHCD/JHCDA-AR</li> <li>• IEP and 504 team processes and protocols</li> <li>• Protocol, tool, or process for documenting provision of health services to students. This could include documentation software, student health records, health room documentation, and training and delegation records.</li> <li>• Registered nurse (OSD) assessment tool and process for development and implementation of student health care plans</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE registered nurse (OSD) resources <a href="#">webpage</a></li> </ul>	<p>The registered nurse (OSD) conducts a nursing assessment for students whose parents have indicated health needs upon registration or when school personnel make a referral based on reports or observations that are made during the school year.</p> <p>Appropriate health plans are written by the registered nurse (OSD) and any staff training that is associated with the plan is conducted by the registered nurse (OSD).</p>	
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OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
		<ul style="list-style-type: none"> <li>• ODE school health services <a href="#">webpage</a></li> </ul>		
<p>(1)(k)(A) Standards for the education and training of school personnel to manage students with life threatening allergies or adrenal insufficiency;</p>	<p>Does school district have standards for training in place for managing students with life threatening allergies and adrenal insufficiency?</p> <p>Are staffing resources and time allocated to training to ensure student needs are met throughout the school day?</p> <p>Are staff trained in consideration of coverage of student health needs across the school day (e.g., when riding the bus, field trips, extracurricular activities)?</p>	<ul style="list-style-type: none"> <li>• Consistent with board policies JHCD/JHCDA and JHCD/JHCDA-AR</li> <li>• Emergency medication training protocols</li> <li>• Training schedule</li> <li>• Records of staff trained</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE medication administration <a href="#">webpage</a></li> </ul>	<p>Training is based on nursing assessment and consistent with medical orders. Staff are provided time to be trained during their regular workday and prior to the students first day of school when possible.</p> <p>School field trip requests include a component for planning to have trained personnel and necessary equipment, medications, or other resources accounted for prior to the request being approved. This is shared with all parties based on a procedure that is established to route the forms for approvals.</p>	

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(k)(B) Procedures for responding to life-threatening medical conditions including allergic reactions or adrenal crisis;</p>	<p>Are staff trained and aware of their roles in responding to situations that may arise for students with life-threatening medical conditions?</p> <p>How are the necessary supplies and medications made available and staff made aware of their location?</p> <p>How do the procedures account for the student across their school day (e.g., when riding the bus, field trips, extracurricular activities)?</p>	<ul style="list-style-type: none"> <li>• Consistent with board policies JHCD/JHCDA and JHCD/JHCDA-AR</li> <li>• Student individual health plans (IHP)</li> <li>• Building Emergency Operations Plan</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• ODE medication administration <a href="#">webpage</a></li> <li>• ODE school safety and emergency management <a href="#">webpage</a></li> </ul>	<p>A core group of staff in each building are trained to respond to allergic reactions or adrenal crisis.</p> <p>Each school has an epi pen that is provided by the district.</p>	

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(k)(C) A process for the development of an individualized health care plan for every medically complex, medically fragile, nursing dependent student, including students with a known life-threatening allergy and an individualized health care plan for every student for whom the school district has been given proper notice of a diagnosis of adrenal insufficiency per <a href="#">OAR 581-021-0037</a>;</p>	<p>How does the district ensure that all complex, medically fragile, and nursing dependent students have an individualized health plan developed by a registered nurse (OSD)?</p> <p>How are nurses notified when a child needs to be assessed for nursing services (e.g., registration, new medical diagnosis)?</p> <p>How does nurse staffing level support student assessment during registration process?</p>	<ul style="list-style-type: none"> <li>• Protocol, tool, or process for documenting individual health plans (IHP). This could include documentation software, student health records, and training and delegation records.</li> <li>• Registered nurse (OSD) assessment tool and process for development of student health care plans</li> <li>• IEP and 504 team processes and protocols</li> </ul>	<p>The registered nurse (OSD) in conjunction with appropriate medical personnel from the children’s medical team creates a health plan for all students with serious health conditions. These plans are available to school staff in the student information system (Synergy) and there is an alert for these students on the student’s home page. Each school has a building 504 case manager that is aware of the student’s needs and assists with communicating student needs at the building level.</p> <p>During Part B registration where parents present documents in person and are provided with critical school information there is a “registered nurse (OSD) station” they are required to stop in at. This gives us another opportunity to ask if children have any medical needs that the school must be aware of.</p>	<p>Yes</p>



<b>OAR Requirements</b>	<b>Plan Considerations</b>	<b>Examples of Evidence/Resources</b>	<b>Plan Evidence</b>	<b>Meet?</b>
(1)(k)(D) Protocols for preventing exposures to allergens; and	<p>How are protocols included in student individual health plans and communicated to school staff?</p> <p>What protocols does the district have in place to prevent exposure to allergens?</p> <p>How are protocols implemented and monitored?</p>	<ul style="list-style-type: none"> <li>• Consistent with board policies JHCD/JHCDA and JHCD/JHCDA-AR</li> <li>• Student individual health plans (IHP)</li> <li>• Building operations plan</li> </ul>	<p>School staff including classroom teachers are trained at the beginning of each school year. Student health plans are available to those staff that need to know in the student information system. There is an icon that alerts staff if a student has a medical need.</p> <p>The OSD Nutrition Team has a picture of every child identified to have allergies readily available to them as they prepare and serve meals.</p> <p>Teachers/ classrooms create peanut/ nut free classrooms for children that have severe food allergies based on student 504 plans.</p>	Yes

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(k)(E) A process for determining if or when a student may self-carry prescription medication when the student has not been approved to self-administer medication as allowed by <a href="#">581-021-0037</a>.</p>	<p>Where is the process documented and how is it communicated to staff and families?</p> <p>Who determines when a student may self-carry?</p> <p>How does the district ensure staff are aware of a student who self-carries medication and where it is located?</p>	<ul style="list-style-type: none"> <li>Consistent with board policies JHCD/JHCDA and JHCD/JHCDA-AR</li> <li>District medication administration protocol and forms</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>ODE medication administration <a href="#">webpage</a></li> </ul>	<p><a href="https://policy.osba.org/ontario/search.asp?si=75853865&amp;pid=r&amp;nsb=1&amp;n=0&amp; charset =windows-1252&amp;bcd=%F7&amp;s=ontario&amp;query=medication">https://policy.osba.org/ontario/search.asp?si=75853865&amp;pid=r&amp;nsb=1&amp;n=0&amp; charset =windows-1252&amp;bcd=%F7&amp;s=ontario&amp;query=medication</a></p> <p>The registered nurse (OSD) determines if a student is competent to carry their own medication in consultation with the student’s family and medical team. The RN and building principal discuss if a student can self carry, the form is then completed by the RN, student, parent and principal, if all parties are in agreement. Copies of self carry forms are kept with secretaries. Location of medication is noted if kept in space other than backpack.</p> <p>School personnel are also regularly trained to administer medication.</p> <p>This process is explained to office staff prior to the beginning of each school year. Additional information can also be found on the district website in The Nurse’s Corner.</p> <p>This information can be found on the OSD Registered nurse (OSD)’s Corner of the webpage.</p> <p><a href="https://sites.google.com/view/osd-schoolnurses-corner/home">https://sites.google.com/view/osd-schoolnurses-corner/home</a></p> <p>School Registered nurse (OSD)  <a href="mailto:khoo@ontario.k12.or.us">khoo@ontario.k12.or.us</a>  Office: 541-889-0040 x 2059  Cell: (208) 477-1277</p>	<p>Yes</p>

**Table IV: District Processes, Systems & Policies**

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:</p>				
<p>(1)(d) Health screening information, including required immunizations and TB certificates, when required by <a href="#">ORS 433.260</a> and <a href="#">431.110</a> and <a href="#">OAR 333-019-0010</a>.</p>	<p>How are immunizations tracked, students identified, students excluded? (OAR 333-050-0050)</p> <p>How does the school district communicate immunization information to parents/guardians and OHA/LPHA?</p>	<ul style="list-style-type: none"> <li>School-level Communicable Disease Management Plan (Section 3, Table 4)</li> <li>Link to district immunization process that aligns with OHA requirements</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li><a href="#">Communicable Disease Guidance for Schools</a></li> <li><a href="#">OHA School Immunization page</a></li> </ul>	<p><a href="https://www.ontario.k12.or.us/documents/Departments/Health/OSD-commndiseaseplan.pdf">https://www.ontario.k12.or.us/documents/Departments/Health/OSD-commndiseaseplan.pdf</a></p> <p><a href="https://sites.google.com/view/osd-schoolnurses-corner/home">https://sites.google.com/view/osd-schoolnurses-corner/home</a></p> <p><a href="https://www.ontario.k12.or.us/Departments/Health/Immunization-Information/index.html">https://www.ontario.k12.or.us/Departments/Health/Immunization-Information/index.html</a></p> <p>School secretaries are trained to check immunization status for all children and record in student information system. The registered nurse (OSD) assists when staff encounter questions.</p>	<p>Yes</p>
<p>(1)(f) Integration of school health services with school health education programs and coordination with health and social service agencies, public and private.</p>	<p>How are health education programs integrated with school health staff and services?</p> <p>When and how does the school district partner with public and private health organizations?</p>	<ul style="list-style-type: none"> <li>Integrated Guidance/Student Investment Account Plan</li> <li>Community resource and partnership mapping</li> <li>Documentation of guest speaker contracts or MOUs</li> </ul>	<p>The OSD collaborates with several agencies as it relates to behavioral health and physical health of our students. We have a longstanding relationship and contract for services with St. Alphonsus Medical Group. The two local pediatric offices have nurse liaisons that support exchanges of information with the schools. OSD also works with the local county health department to offer immunization clinics, onsite sports physicals, and other resources with our families.</p>	<p>Yes</p>

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(g) Hearing screening; and vision and dental screening as required by <a href="#">ORS 336.211</a> and <a href="#">336.213</a>.</p>	<p>How are hearing, vision and dental screenings provided to students?</p> <p>What is the process to ensure all required students have vision and dental screening certificates on file?</p>	<ul style="list-style-type: none"> <li>• May reference dental screening collection</li> <li>• May reference vision screening grant participation including numbers of students screened</li> <li>• Dental, vision, and hearing screening records</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">OAR 581-021-0017</a> (Dental Screening)</li> <li>• <a href="#">OAR 581-021-0031</a> (Vision Screening)</li> <li>• ODE school health screenings <a href="#">webpage</a></li> </ul>	<p>District SLPs administer hearing screenings for all students entering kindergarten and upon referral thereafter.</p> <p>The OSD works with a local optometrist to administer vision screenings in grades k/1/3/and 5.</p> <p>Results are entered into the SIS/ Synergy.</p>	<p><b>Yes</b></p>

OAR Requirements	Plan Considerations	Examples of Evidence/Resources	Plan Evidence	Meet?
<p>(1)(h)(i) Compliance with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids per <a href="#">OAR 437-002-0360</a>.</p>	<p>What are the district's procedures and standards related to exposure to bloodborne pathogens?</p> <p>How is training provided to staff?</p> <p>How is staff training documented and monitored?</p>	<ul style="list-style-type: none"> <li>• Consistent with school board policies EBBA-AR, GBEB-AR, JHCC-AR</li> <li>• Staff training and professional development opportunities and tracking</li> <li>• Documentation of bloodborne pathogens training</li> <li>• Evidence of available supplies, response protocols</li> </ul> <p><b>Resources:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Occupational Safety and Health Administration (OSHA) Bloodborne Pathogens Standards</a></li> </ul>	<p>ALL district staff participate annually in a bloodborne pathogen training via Safe Schools. The district Personnel Director manages the platform and monitors completion of the trainings.</p> <p>ALL school offices have standardized first aid kits and recess supervisors or field trip supervisors carry a portable kit with first aid supplies.</p>	<p><b>Yes</b></p>

## Table V: Additional OAR Requirements

Sections 2-5 are not required components of the Prevention-Oriented Health Services Plan. These components may require districts to think through their established programs, policies, and protocols to meet the rule requirements.

OAR Requirements	Reflection Questions	District Links/Notes	Meet?
(2) School districts, education service districts, and charter schools shall ensure that nurses who provide health services to students are licensed to practice nursing by the Oregon State Board of Nursing (OSBN)	What are the district's procedures to ensure nurses are licensed in Oregon and that licensure is current?	The district maintains a copy of the nurses licensure in their personnel file. The district administrative assistant for personnel tracks all relevant licensure status for employees to include nursing staff.	
(2)(a) School districts, education service districts, and charter schools may employ Licensed Practical Nurses (LPN) in alignment with LPN supervision requirements of <a href="#">OAR 851-045-0050 to 0060</a> .	Does the district employ LPNs, and do they operate under the LPN scope of practice in alignment with the Oregon Nurse Practice Act?  Are LPNs supervised by a registered nurse (RN) or a Licensed Individual Practitioner (LIP)?  Who in the district is responsible for ensuring supervision requirements are followed?	No, the district does not currently employ any LPNs.	

OAR Requirements	Reflection Questions	District Links/Notes	Meet?
<p>(2)(b) Job descriptions and nursing delegation considerations shall reflect assignments complying with the Oregon State Board of Nursing Scope of Practice Administrative Rules for all levels of licensed providers, including standards for the evaluation and assessment of students, provision of services, medication administration, supervision of unlicensed staff and documentation of services provided per <a href="#">Division 47</a>.</p>	<p>Are job descriptions for registered nurse (OSD)s in alignment with Division 47 of the Oregon Nurse Practice Act?</p> <p>Are nursing delegation considerations and assignments in alignment with Division 47 of the Oregon Nurse Practice Act?</p> <p>How are Nurse Practice Act requirements communicated to and supported by building administrators and supervisors?</p>	<p><a href="https://www.ontario.k12.or.us/documents/Job%20Descriptions%2024/District%20Nurse.pdf">https://www.ontario.k12.or.us/documents/Job%20Descriptions%2024/District%20Nurse.pdf</a></p> <p>The registered nurse (OSD) participates regularly in administrative team meetings where she communicates requirements and answers any questions the building or district administrators have.</p> <p>Yes, the registered nurse (OSD) is very diligent prior to considering the delegation of health care to staff. They are trained and observed prior to working independently.</p> <p>The OSD will utilize the new delegation forms created by OSNA. This form will require the RN to go through an assessment process to determine if skilled and staff member can be delegated to beginning in the 24-25 school year.</p>	Yes
<p>(2)(c) School districts, education service districts, and charter schools that employ Registered Nurses who are not certified by the Teacher Standards and Practices Commission as registered nurse (OSD)s, shall not designate such personnel as "registered nurse (OSD)" by job title.</p>	<p>Do job titles, policies, and processes reflect the requirement that personnel must be certified as a district nurse by the Teachers Standards and Practices Commission (TSPC) to be called a "district nurse"?</p> <p>What is the alternative title for nurses not licensed by TSPC (e.g., district nurse)?</p>	<p><a href="https://www.ontario.k12.or.us/documents/Job%20Descriptions%2024/District%20Nurse.pdf">https://www.ontario.k12.or.us/documents/Job%20Descriptions%2024/District%20Nurse.pdf</a></p>	Yes

OAR Requirements	Reflection Questions	District Links/Notes	Meet?
<p>(3) Each school shall have, at a minimum, at least one staff member with a current first aid/CPR/AED card for every 60 students enrolled, as set by <a href="#">ORS 339.345</a>, and <a href="#">342.664</a> and who are trained annually in the district and building emergency plans. Emergency planning will include the presence of at least one staff member with a current first aid/CPR/AED card for every 60 students for school-sponsored activities where students are present.</p>	<p>How does the district identify staff to be trained in first aid/CPR/AED and the district's emergency plan?</p> <p>How is training documented?</p> <p>Are staffing resources and time allocated to training to ensure needs are met throughout the school day?</p> <p>Does the emergency plan include first aid/CPR/AED training and appropriately trained staffing for school-sponsored activities?</p>	<p>The district trains athletic coaches, PE teachers, and special education staff in First Aid and CPR.</p> <p>The training is documented by sign-ins and is recorded into the district staff information/ payroll system.</p> <p>Trainings are scheduled during staff development times or substitutes are secured for teachers.</p> <p>Yes.</p>	<p>Yes</p>
<p>(4) Schools that contract or pay for health services must ensure services are comprehensive, medically accurate, and inclusive as defined by <a href="#">OAR 581-022-2050</a>.</p>	<p>What is the process for vetting contracted and paid services to ensure they are comprehensive, medically accurate, and inclusive to all students?</p> <p>Who is responsible for ensuring contracted and paid services meet requirements?</p> <p>How are contracted or paid services made aware of the requirements?</p>	<p>OSD does contract an athletic trainer, the athletic director is responsible for ensuring that their services are inclusive and the contract provides assurances from St. Alphonsus Medical Group. District leadership meets with hospital administration and supervisors at least annually to ensure that services meet requirements.</p>	<p>Yes</p>



OAR Requirements	Reflection Questions	District Links/Notes	Meet?
<p>(5) Each school building must have a written plan for response to medical emergencies; such plan should be articulated with general emergency plans for buildings and districts as required by <a href="#">OAR 581-022-2225</a>.</p>	<p>Does the building and district emergency plan consider a range of possible medical emergencies?</p> <p>Does the building and district emergency plan consider the potential medical needs of individual students in the building/district (e.g., availability of medication, required licensed medical staff or delegated staff)?</p> <p>How are staff made aware of staff roles in the building medical emergency plan and what training or practice is provided?</p>	<p>The district utilizes the Standard Response Protocol for emergencies. All staff are trained at least annually on this protocol and practice drills are monitored by the District Safety Supervisor.</p> <p>All student and staff injuries are reported to the District Safety Committee. This team conducts an analysis to determine if any additional protocols should be put in place to avoid whatever the injury was.</p> <p>Each school has a team that responds to medical emergencies that includes the building principal who manages the situation.</p> <p>The district monitors that required drills are completed for fire, earthquake, and potential internal or external threats.</p>	