

Greater Albany SD 8J
Administrative Regulation

Code: **JECA-AR(1)**
Adopted: 2/1/95
Readopted: 3/12/01, 6/30/04,
8/13/07
Orig. Code(s): AR 5107

Enrolling Medically Fragile Students

Medically fragile students have severe health care needs which may require special accommodation in school. Characteristics of medically fragile students may include intensive direct daily management of health needs such as frequent hospitalization, specialized equipment, detailed protocols and management by a constellation of medical personnel and agencies due to the complexity of the needs of the student.

PRIOR TO ENROLLMENT

The following procedures must be accomplished before a medically fragile student is placed in school:

1. The school shall notify the district nurse as soon as a medically fragile student begins the enrollment process at the school;
2. The parent or guardian¹, working in cooperation with the district, will be asked to provide the district with the following:
 - a. A consent for exchange of information form to be renewed annually;
 - b. All medical and educational records from physicians, hospitals, previous schools and agencies necessary to implement the student's individualized education plan;
 - c. The physician's statement specifying the medical diagnosis;
 - d. The physician's prescription for services and approval of protocol procedures which must be renewed annually or more often if requested by the multidisciplinary team.
3. The school nurse shall provide the school with the completed nursing care plan which will include emergency protocols;
4. The district shall provide for training for school and ESD staff to implement the care plan and emergency protocols. A written record of training activities shall be kept;
5. The district shall create a schedule of procedures necessary for the educational experience performed during school hours;
6. The district staff, working with the parent or guardian, will identify possible safety issues, including situations in classrooms, buses and including evacuation procedures.

STAFF RESPONSIBILITIES

The **school nurse** will:

¹As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, and adult student to whom rights have transferred and foster parent as defined in OAR 581-015-0005 (18).

1. Maintain a current release of information form to be renewed annually;
2. Gather health data from parents or guardian, staff and the physician;
3. Develop a protocol and secure the physician's approval for each medically fragile student;
4. Revise the protocol as needed based on changes in the student's condition;
5. Train or provide for training for staff who will be doing the procedures;
6. Aid in monitoring and maintaining a safe environment for the student.

The **case manager** will:

1. Maintain a current health care plan and emergency protocols in the classroom which will be updated annually and will give a copy of the plan to the principal;
2. Maintain a daily log of the health care services provided to the student;

The **principal** will:

1. Ensure that appropriate staff have appropriate first aid certification including CPR training;
2. Ensure that all staff involved in lifting a student have appropriate training;
3. Ensure that all support staff receive appropriate training on implementing protocols as appropriate;
4. Notify the director of special programs when a parent(s) or guardian(s) refuses to authorize an exchange of information with a physician or refuses to authorize a release of records.

The **director of special programs** or designee will:

1. Participate in a multi-disciplinary team meeting to develop alternative plans for serving the student when the school has been unable to obtain the necessary medical records or an authorization for the exchange of information.