100% GSRP

Reference Guide: Health

1. R&H staff (with the Education Coach and Site Supervisor as part of this process) will compile and mail Head Start Acceptance packets to enrolled children at the start of the school year. These packets will inform the families what health screening(s) their child is in need of and will include the corresponding screening forms.
2. At start up, before Parent Orientation Appointments, the teacher and R&H will review the health status of each enrolled child. R&H and the teacher will discuss what health follow up the teacher will need to do at Orientation.
3. At Parent Orientation appointments, teaching staff will review the child’s Release of Health Screening & Dental Information H-11 A and write detailed notes on when and where the child received any program health requirements.
4. Before children can attend a center based program or child care centers, they must have one dose of each immunization: DPT; Polio; MMR; HIB; HEP B; Chicken Pox and Pneumococcal Conjugate – if applicable. (Five year olds do not receive the Pneumococcal Conjugate vaccine.) Please note: The immunization record must be in the child’s files when the child starts school. Families wanting to waive immunizations must obtain a certified waiver form from their local Health Department. Staff must have this State Certified Waiver before the child can attend. This rule does vary for children attending one of our preschools for a second year. Please talk with your R&H/Michelle Karns DMT for information specific to your Local Health Department.
5. Please remind families that licensing requires that the child has an up-to-date physical form in their file within 30 days of initial attendance or the child will not be able to attend school until the physical is completed and received by the school.
6. Families also need to be aware that when the child’s immunizations were not up-to-date at the time of enrollment and the child has been in attendance for 4 months, an updated certificate showing completion of all additional immunization requirements as specified by the department of community health shall be kept on file unless there is a signed statement by a licensed health care provider stating immunizations are in progress. If the child does not have up-to-date immunizations or the above statement by a licensed health care provider after 4 months in attendance, the child will not be able to attend the center until this requirement is obtained.
7. Children with any allergies or health concerns – please reference the Which Food Form ? Chart 2017-2018 and the Emergency Care Plan H-66. Ask your Site Supervisor if you have questions.
8. When Children are added during the year:

* The Teacher will at Orientation, inform the family of the health requirements and give them the physical form. Please attach a stamped envelope addressed to your R&H to the Physical.
* Please also talk with your R&H for additional directions in this process.
* Teachers will write the R&H staff person’s name on the screening forms.
* The top of the GSRP physical form will be completed by the Teacher with special effort to make sure that specific insurance/Dental insurance / Medicaid plan information is current and complete. Please include the child’s name and the name of the classroom and teacher on the screening forms.
* Teachers can encourage families to use the center phone to schedule appointments as needed.
* Teacher will complete the Release of Health Screening & Dental Information, and have the parent sign (or review this release that may have been completed by the R&H staff at recruitment). The Teacher will keep detailed information on the current health status of the enrolled child and share this information with their R&H staff promptly.
* **After Orientation, Teachers will copy the Release of Health Screening & Dental H-11A that have any updates and give them to their R&H.**

1. The parent is responsible for the payment of the GSRP physical (the child is labeled 100% GSRP). The program also does not pay for immunizations. The GSRP physical is good for two years from the date of the evaluation. Physicals that are less than a year old by the time school begins in late September can be used to meet this health requirement. The child that is labeled 100% GSRP does not require that the hearing; vision; Blood Pressure; Hematocrit and Blood Lead screenings be completed along with the physical.

\*\*\*The Teacher needs to complete a change of status any time they are aware that medical or dental insurance has changed on an enrolled child.

1. When the parent gives you a completed Physical form, the teacher will give the completed physical form right away to their Recruitment and Health staff. (Do not file them at this time – the R&H person needs to see the physical first before it is sent to DMT.)
2. Teaching staff will complete the Denver or ESI-R/Parent Questionnaire and track these screenings on the Developmental Screener and Parent Questionnaire Class Composite Follow up form.
3. R&H Specialist will contact their teacher monthly (ie. Phone call, e-mail, etc.).

13. We are required to follow up on a height & weight concerns when a child’s BMI is at or above the 95 percentile or at or below the fifth percentile or there are other issues such as high blood pressure. If the BMI is extremely high or low it will show up as a fail on the Growth Assessment ChildPlus report 3420 and follow up will be needed. Staff is asked to make a face to face contact with the family when discussing height & weight concerns. Staff will use the BMI letter H-23 to document this contact. Staff will offer families an opportunity for a nutritional referral H-91 and/or a “Health Eating” folders that contains healthy eating ideas. **Submit a copy of the completed H-23 to DMT, and track your contact on the Contacts and Social Service Tracking Form SS-7.** The fact that a child’s parents are either small or larger themselves has no impact on whether or not there is follow up on our part.

11/2017