**Health Monitoring, Collecting, and Follow-Up: Who Does What**

**\***All Health Follow-Up, Health, Immunizations, and Dental data will be sent to Michelle Karns for direct entry into Child Plus. R&H, FCS, and FSS will no longer do direct entry into Child Plus.

**\***CFS will no longer be responsible for asking families about incomplete health requirements unless asked by the R&H for assistance.

**\***CFS will input notes about upcoming or recent health/dental appointments into a Google Doc. The EHS R&H will reference this to request health/dental results.

**\***EHS R&H will document in Child Plus, Under Health Notes the story for late and or incomplete health and dental events. This information can be taken from the Google doc, CFS, or family.

**\***EHS R&H Coordinator will recap with EHS R&H every other month or as needed.

**\***HS R&H Coordinator will recap with HS R&H every other month or as needed.

**Health Monitoring and Collecting**

**Direct Operated Head Start**: HS R&H will request, upload into Child Plus, send to DMT, and monitor the Health Follow-Up, Health, Immunization, and Dental requirements for their caseload.

**Direct Operated GSRP:** HS R&H will request, upload into Child Plus, send to DMT, and monitor the Health and immunization requirements for their caseload.

**Collaborative Center Head Start:** HS R&H will request, upload into Child Plus, send to DMT and FSS, and monitor the Health Follow-Up, Health, Immunization, and Dental requirements for their caseload. The HS R&H will communicate this information with the FSS if there are any needs or concerns. The FSS will communicate with the family and send health documentation to the Center Director. When health appraisal and immunizations are received first from a center, the FSS will send those documents to the HS R&H to be uploaded and send to DMT.

**Home-Based EHS:** EHS R&H will request, upload into Child Plus, send to DMT, and monitor the Health Follow-Up, Health, Immunization, and Dental requirements for their caseload.

**Direct Operated Center Based EHS:** EHS R&H will request, upload into Child Plus, send to DMT, and monitor the Health Follow-Up, Health, Immunization, and Dental requirements for their caseload.

**Collaborative Center EHS:** EHS R&H will request, upload into Child Plus, send to DMT and FSS, and monitor the Health Follow-Up, Health, Immunization, and Dental requirements for their caseload. The EHS R&H will communicate this information with the FSS if there are any needs or concerns. The FSS will communicate with the family and send health documentation to the Center Director. When health appraisal and immunizations are received first from a center, the FSS will send those documents to the EHS R&H to be uploaded and send to DMT.

**Health Follow-Up**

**Direct Operated Head Start:** HS R&H will complete health follow-up in classrooms. Provide health and dental education for all families.

**Direct Operated GSRP:** There is no Health Follow-Up.

**Collaborative Center Head Start:** FSS will complete health follow-up in classrooms. Provide health and dental education for all families.

**Home-Based EHS:** EHS R&H will complete health follow-up in the family’s home. Provide health and dental education for all families.

**Direct Operated Center Based EHS:** EHS R&H will complete health follow-up in classrooms. Provide health and dental education for all families.

**Collaborative Center EHS:**  FSS will complete health follow-up in classrooms. Provide health and dental education for all families.