



Health Overview

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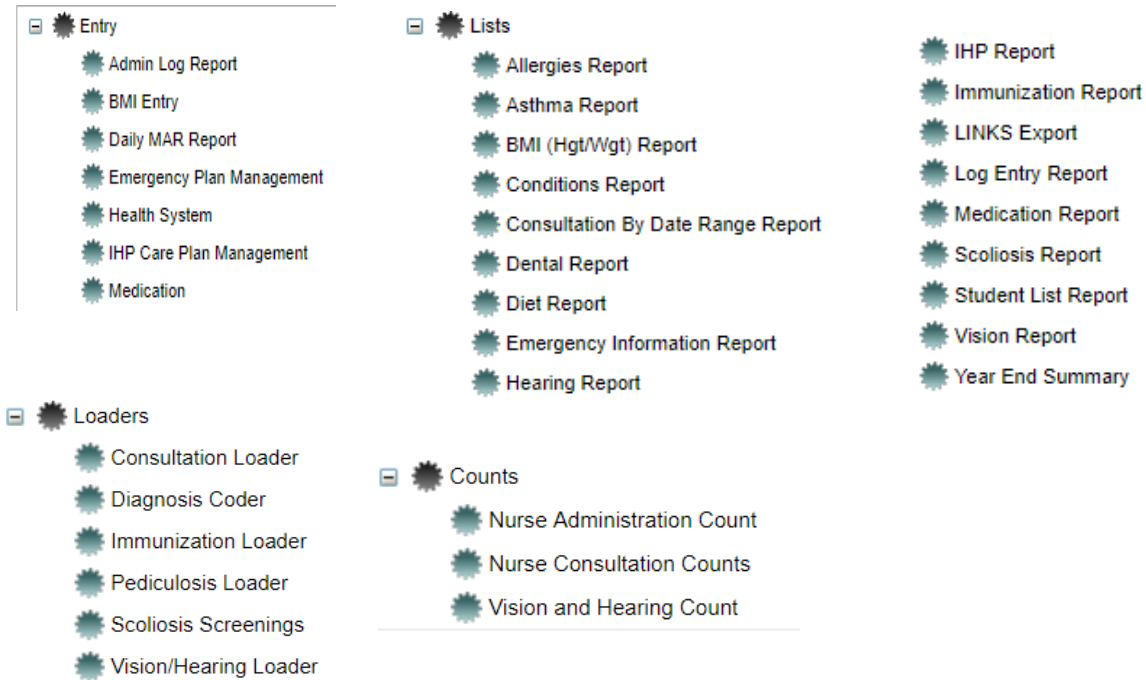
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Health Overview

Getting Started

1. In the left navigation panel, click **Health**, then under **Entry**, click **Health System**.



2. A setup box will appear.

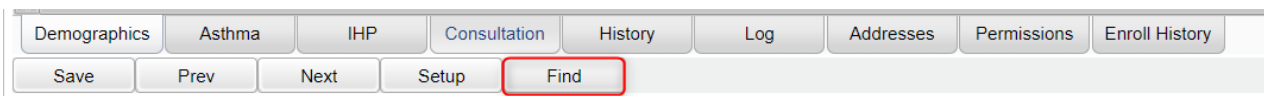
Setup Options

1. **Year:** Set to desired year.
2. **District:** Defaults to district number.
3. **School:** Will default to your security school (s). Click to select desired school. School "700" for access to all students in district.
4. **Grade:** Click to select desired grade level(s) of students.
5. **Hide SSN:** Defaults as being checked to hide SSN of student. Deselect to show ssn on screen.
6. Click the **OK** button to begin.

The screenshot shows the "Health System Setup" dialog box with the following fields and options:

- Year:** 1819
- District:** 027
- Schools:** 006
- Grades:** (empty field)
- Hide SSN:** ☒
- OK** button

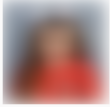
Buttons at bottom of the screen



Find a Student

1. To locate a student, click the **Find** button at the lower center of the screen.
2. A listing of students will appear. Browse the listing to locate the desired student, then click on the student's name.
3. The student's information will be displayed on the **Demo** (Demographics) tab located on lower left.

Student Demographics Tab

ARDOIN ANGELA LYNN (8109893) School: 010		SPED	504	LEP	Health	SBLC	Search	Action		
Name :	ARDOIN ANGELA LYNN	SS Number :	XXX-XX-XXXX							
Guardian :		SASID :	4391189658							
Father :	ARDOIN JASON JAMES	Grade :	02							
Mother :	ARDOIN BEVERLY LYNN	Gender :	F							
Emergency :		Ethnic :	0,0							
Resides With :		Birth Date :	08/29/2013 (6)						Entry Date :	08/11/2017
Homerom :	WILSON CHRISTINA	Hospital of Choice :							Leave Date :	
Counselor :	NATALI ROBYN CHRISTI	Physician Name :							Country Entry :	
Advisor :		Physician Phone :							SBLC Code :	
Special Codes :	LU3,ECD	Physician Fax :							School ID :	010
School Clubs :		Dentist Name :			District :	027				
Alert Codes :		Dentist Phone :			Year :	2021				
Transportation :	00302 /00302	Medical Card :			Student ID :	8109893				
Change Date :	01/01/1900 by	Immunization ID :								
Health Comments		BSE / TSE :								
				Student Master Comments						

1. **White Fields on Demo screen:** White boxes show information which is pulled from the Student Master. If you spot errors in those boxes, please notify your school's office personnel to make necessary changes.
2. **Gray Fields on Demo screen:** Only the boxes in gray can be updated with Health security permissions. This means the nurse can enter/change information in the following boxes: **Hospital of Choice, Physician Name, Physician Phone, Physician Fax, Dentist Name, Dentist Phone, Medical Card, and Immunization ID.** The date of **BSE/TSE** can also be entered by the nurse.
 - **IMPORTANT!** After change(s) are made on this screen, be sure to click the **Save** button on the bottom row of buttons.

Student Name/Sidno

The color of the **Name/Sidno** lets you know information about the student.

Black: Actively enrolled

Yellow: Student absent.

Red: Not actively enrolled

Student Status Buttons

Located in the upper right of the Health screen, these buttons will show colors for a student's condition. These buttons are in many other parts of JCampus.

SPED	504	LEP	Health	SBLC
------	-----	-----	--------	------

1. **SPED button:** Indicates special ed status of the student. Click on the button to see additional information. Click the "x" in the upper right to close the window.
Blue: Prior/Inactive Special Ed Student.
Green: Special Ed Student with Referral/Eval in progress.
Yellow: Special Ed Student with expired Eval or IEP.
Red: Special Ed Student with Active Eval and IEP.
Brown: Special Ed Student with Speech only Services
Purple: Gifted student
Orange: Talented student
White: Student without IEP and Services
2. **504:** Indicates if a student is 504.
Red: Active 504 Student.
Blue: Previous 504 Student.
White: Student without 504.
3. **LEP buttons:** Indicates LEP (Limited English Proficient) status of the student.
Red: Active LEP Student.
White: Student is not LEP.
4. **Health button:** Indicates the student has health-related data.
Red: Student has a Medical Condition or an Emergency Plan.
Yellow/Green: Student has no current IHP Cover Form or Care Plan.
 - Teachers can see the **Health** data by selecting the student in **Gradebook**, then clicking the **iGear** icon, then **Student**, then **Health** as shown below.

	SIDNO	Student Name	Grade	Avera...	Student	Student Demographic
1	8089957	ABRAHAM TISHA ELIZABETH	07	99 A	Attendance	Special ED Information
2	8089889	ACHANE CATHERINE SOMONE	07		Discipline	504 Information
3	9089904	AUBLE BEVERLY FAYE	07	98 A	Schedule	Health Information
4	0089933	AUCOIN REBECCA JOI	07	99 A	Grades	Student Enrollment History

The teacher can then look at each of these tabs to view more health information.

HEALTH INFO	ASTHMA INFO	IHP	EMERGENCY PLAN	HEARING HISTORY	VISION HISTORY
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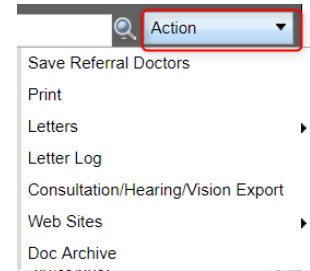
5. **SBLC button:** Indicates if a student has an SBLC Referral or an RTI Referral.
Red: Student has no active SBLC/RTI Referral.
White: Student has no SBLC/RTI Referral.

Search Box

This box allows you to search for Student by Name, SIDNO, SASID, Birth Date, Phone Number, Parent/Guardian Names and Phone Numbers and Emails.

Action Button

Located on the top right of the Health screen, the user can click to access the following:



1. **Save Referral Doctors:** Click to save referral doctors for Vision and Hearing.
2. **Print:** Click to access health related reports about the current student such as Demographic, Vision, Hearing, Asthma, Emergency, etc...
3. **Letters:** Click a letter type (see below), then enter details, then click SAVE. Click **Print** to print a copy of the letter.
4. **Letter Log:** Click to see a list of letters that were printed for the students.
5. **Consultation/Hearing/Vision Export:** Method of exporting information.
NOTE: See document Health – Consultations and V/H Screenings for instructions.
6. **Web Sites:** Site links on the right below.
7. **Doc Archive:** Click to archive documents for Health System.

Letter types:

Custom Health Letter
Accident Referral Letter
BMI Letter
Color Vision Letter
Emergency Plan Letter
Hearing Referral 1 Option 1 Letter
Hearing Referral 2 Option 1 Letter
Hearing Referral 1 Option 2 Letter
Immunization Referral 1 Option 1 Letter
Immunization Requirements
Student Health Referral
Vision Letter Option 1 Referral 1
Vision Referral Form

Web Sites:

LinksWeb
Medicaid
LA State Board of Nursing
LA School Nurse Organization
HIPAA
FERPA
National Association of School Nurses
ICD9Data.com
American Academy of Pediatrics
Child and Adolescent Psychiatry
National Organization for Rare Diseases
National Center for Health Education
Center for Disease Control
Asthma and Allergy Foundation
Internet Drug Index
Merck Manuals
School Health Resources

Using the iGear

Click on the **iGear** icon in any location where it is displayed on screen. After clicking on the **iGear** icon, a menu list will appear as shown below.

The related student information is organized into the following areas. Areas with a right arrow are further divided in additional information areas according to the list below. If your security allows permission to view the area you can see the following:

Student >

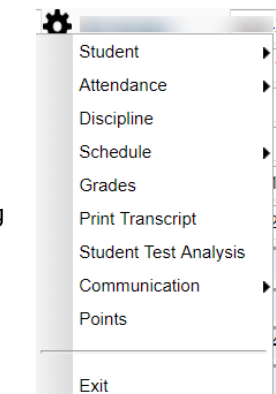
Student Demographic
Special ED Information
504 Information
LEP Information
Health Information
Study Enrollment History
Print IGP Form
Custom Permissions

Attendance >

Attendance by Day
Attendance by Course
Tardies

Schedule >

Schedule Maintenance
Pattern Board
Block Fast Loader
Print Schedule



Communication >

Parent Contact Log
SPC Login Information

Asthma Tab

The **Asthma** tab is used to enter all information concerning the asthma condition as well as asthma medication(s).

Note: If any information is added, changed or deleted, remember to click on the **“Save”** at the bottom of the screen.

1. **Mild, Moderate, Severe, None:** Select degree of Asthma condition.
2. **Does child experience asthma symptoms when exercising?:** Check “No” if applicable.
3. **Triggers- Environmental:** List any environmental triggers for asthmatic condition.
4. **Triggers- Chemical / Pesticide:** List any chemical or pesticide triggers for asthmatic condition.
5. **Triggers- Other:** List any other triggers for asthma condition.
6. **Asthma Medication:** If student is taking medication for asthmatic condition, click to place a check.
7. **Text Field under Asthma Medication:** List any asthma medications the student is taking here.

☐ Mild
 ☐ Moderate
 ☐ Severe
 ☒ None

Does child experience asthma symptoms when exercising? : ☒ No ☐ Yes

Triggers

Environmental :

Chemical / Pesticide :

Other :

☐ Asthma Medication

Demographics Asthma IHP Consultation History Log Addresses Pe

IHP Tab

The **IHP tab** is used to enter the Individual Health Plan detail for a student. The **IHP Tab** leads you to the complete Individual Health Plan which includes the **Cover Form**, the **Care Plan**, and the **Emergency Plan**.

Cover Form Care Plan Emergency Plans Nurse Notes

IHP - Cover Form

1. Located at the top left of the IHP tab screen, this tab provides summary data on the nature of the **Care Plan** or **Emergency Plan**.
2. Enter data in the various fields.
3. Be sure to click **Save** when done to store the data.

Select a Cover Form :
Cover - - | 1136

Delete Clone

Date From : Date To :

Nurse :

Brief Medical History / Specific Health Care :

☐ See IEP ☐ See 504 / IAP

Class / School Modifications, Explain :

Psychosocial, Explain :

Medication, List :

☐ Student Participation

Self-Care Skill Level, Explain :

Activity Level - Explain Other : Ambulatory

Allergies - (If yes, Explain) : ☒ No ☐ Yes

Transportation Needs (Explain) : Specialized Bus

Diet - Explain if not blank : Regular

☒ Standard Safety Precautions

☐ Standard District Emergency Plan

☐ Special Precautions

Safety Precautions Description :

IHP - Care Plan

1. Located at the top of the IHP tab screen, this tab provides details of the care plan of the student.
2. **Create a New Care Plan:** Start by clicking the “New” button, then complete the data fields. When done, click the Save button.
3. **Edit an Existing Care Plan:** Click the drop down arrow for **Select a Plan**. Select the desired care plan to edit. Edit the data fields. When done, click the Save button.
4. **Delete an Existing Care Plan:** Click the drop down arrow for **Select a Plan**. Select the desired care plan to be deleted. Click the **Delete** button at the top, center of the Care Plan screen.

Select a Plan :
No Care Plans

New

Date From : Date To :

Nurse :

Nurse Assessment :	Diagnosis :	Goals :	Interventions :	Outcomes :

IHP - Emergency Plan

1. Located at the top of the IHP tab screen, this tab provides details of the Emergency Plan of the student.
2. **Create an Emergency Plan:** Select the “New” button. A list of conditions will be presented. Click on a condition to select.
 - After selecting the condition, default emergency steps will be provided in the text field.
 - The Emergency steps can either be edited and/or deleted and new information can also be inserted.
 - If you have an electronic document already created, it can be copied from other software and pasted inside the screen.
 - Be sure to click **Save** after entering or editing any Emergency information.
3. **Delete an Emergency Plan:** Click the **Delete** button located at the top of the Emergency Plan screen.

Current Plans :
No Emergency Plans

New

From Date : May 14 2017

To Date : May 14 2018

Nurse :

Nurses Notes

Located at the top of the IHP tab. This tab allows you to place notes on a student.

Nurse Notes :

Consultation Tab

The **Consultation** tab is used to enter the nurse consults. This can serve as the electronic version of a paper log for nurses.

1. First, find the student by clicking on the **Find** button. The school and grade level of the student are brought over from the Student Master module.
2. The blank top row is an insert row to add results of a new **Consultation**.
3. Data is entered in the fields from left to right.
 - Click in the **Date** box to enter the date of the consult.
 - The **Time** cell will be defaulted to the current time. The **Time** can be changed by clicking inside the cell. Remember to use military time – XX : XX.
 - The Time Out can be entered by clicking inside the cell. Remember to use military time – XX:XX.
 - Enter the number of **units**. The number of units that the nurse spent with a student. (A unit is defined as 15 minutes and used for Medicaid billing).
 - **Late Entry** – Check the box if the consultation was entered for a previous day.
 - **CPT Code** – Medicaid CPT code.
 - **CPT Code Description** – Medicaid CPT code.
 - Click in the “**ICD Code**” box. A window containing ICD codes will be displayed. Choose the appropriate code by clicking in the check box. This brings in the **ICD Code** and the **Reason**. You can add text to the reason, if needed.
 - Enter **Chief Complaint** from the selections provided. Click **OK**. This brings up the **Body Part Affected** where you choose from the selections provided. Click **OK**. This then brings up the **Action Taken** for you to select from the list provided.
 - If additional notes are needed, you can click in **Action Taken Notes** to add text.
 - You can also enter the **Height (in inches)** and **Weight (in pounds)** of the student and the **BMI** will be calculated for you when you click the **Save** button.
 - Other info can be added such as **BPS, BPD, Pulse, TEMP, Rate of Respiration, SPO2, Blood Glucose, Insulin, and Urine Output**.
 - The **Ordering Provider** must be entered and their **NPI number (National Provider Identifier)** as well. To find the NPI number you can search for it at the NPI Registry: <https://npiregistry.cms.hhs.gov/search> This is only one of the possible sites where you can find NPI numbers for doctors.
 - To save click the **Save** button on the bottom of the window. The window closes.
 - The name of the nurse who logged into JCampus will appear under the **Nurse's** column.
 - The student's **Grade** will automatically be entered from the Student Master module.
 - There is a Print icon if you wish to print the consultation.
4. To edit an existing row, click on the cell and the window opens for you to edit the data. To save the edited information, either click the **Save** button.
5. To delete a row, click the red **Delete** cell at the start of the row to be removed.

Consultation Editor Dialog

Date: May 08 2024

Late

Time:

Time Out:

Unit: 1

CPT Code:

ICD Code:

Chief Complaint:

Body Part Affected:

Action Taken:

Action Taken Notes:

Height:

Weight:

BMI:

BPS:

BPD:

Pulse:

TEMP:

Resp:

SPO2:

Blood Glucose:

Insulin:

Urine Output:

Ordering Provider:

Ordering Provider NPI:

Save

Cancel

History Tab

When clicking on the **History** tab at the bottom of the screen, these tabs then appear at the top of the screen.

Info 1	Info 2	Medications	Vision	Hearing	Immunizations	Scoliosis	Hgt/Wgt	Dental	Family Hist
<div> <div>Procedure/Treatment</div> <div>Pediculosis</div> <div>Doctor/Nurse</div> </div>									

1. Some tabs display rows of information. When data is presented in rows, each row will have its own green **Save** button at the end of the row. After entering or editing information, scroll over to the right and click on the green **Save** cell to save the row of information.
2. The red **Delete** cell is located on the left at the start of each row. Click the **Delete** cell to remove the entire row of data.

History - Info 1

The **History - Info1** tab provides a check list of health conditions that can be associated with a student. Additionally, text boxes are provided to add additional details.

1. Choose appropriate conditions by checking one or more items.
2. Text boxes are available at the bottom.
3. Remember to click the **"Save"** button at bottom of the screen to save the information.

Info 1	Info 2	Medications	Vision	Hearing	Immunizations	Scoliosis	Hgt/Wgt	Dental	Family Hist	Procedure/Treatment	Pediculosis	Doctor/Nurse
--------	--------	-------------	--------	---------	---------------	-----------	---------	--------	-------------	---------------------	-------------	--------------

Check All That Apply

<input type="checkbox"/> ADD/ADHD	<input type="checkbox"/> Cochlear Implant	<input type="checkbox"/> Feeding Tube	<input type="checkbox"/> Hyperthyroidism	<input type="checkbox"/> Seizures
<input type="checkbox"/> Anemia	<input type="checkbox"/> Color Blind	<input type="checkbox"/> Freq. Colds	<input type="checkbox"/> Hypothyroidism	<input type="checkbox"/> Shunt
<input type="checkbox"/> Asthma	<input type="checkbox"/> Convulsions	<input type="checkbox"/> Freq. Earaches	<input type="checkbox"/> Meningitis	<input type="checkbox"/> Sickle Cell Anemia
<input type="checkbox"/> Autism	<input type="checkbox"/> Cystic Fibrosis	<input type="checkbox"/> Freq. Headaches	<input type="checkbox"/> Mouth Breather	<input type="checkbox"/> Skin Problems
<input type="checkbox"/> Bone Disease	<input type="checkbox"/> Dental Problems	<input type="checkbox"/> Freq. Nose Bleeds	<input type="checkbox"/> Obesity	<input type="checkbox"/> Tires Easily
<input type="checkbox"/> Breathing Problems	<input type="checkbox"/> Depression	<input type="checkbox"/> Freq. Sore Throat	<input type="checkbox"/> Pneumonia	<input type="checkbox"/> Tonsillitis
<input type="checkbox"/> Cancer	<input type="checkbox"/> Diabetes	<input type="checkbox"/> Freq. Urination	<input type="checkbox"/> Poor Appetite	<input type="checkbox"/> Tracheostomy
<input type="checkbox"/> Cerebral Palsy	<input type="checkbox"/> Digestive Disorder	<input type="checkbox"/> Hay Fever	<input type="checkbox"/> Pregnant	<input type="checkbox"/> Tuberculosis
<input type="checkbox"/> Chicken Pox	<input type="checkbox"/> Eczema	<input type="checkbox"/> Hearing Problems	<input type="checkbox"/> Prosthetic Eye	<input type="checkbox"/> Tubes in Ears
<input type="checkbox"/> Clumsiness	<input type="checkbox"/> Emotional Psychological	<input type="checkbox"/> Heart Condition	<input type="checkbox"/> Rheumatic Fever	<input type="checkbox"/> Usher's
<input type="checkbox"/> CMV	<input type="checkbox"/> Fainting	<input type="checkbox"/> Hemophilia	<input type="checkbox"/> Scoliosis	<input type="checkbox"/> Vision Problems
<input type="checkbox"/> Allergy	<input type="checkbox"/> Special Diet	<input type="checkbox"/> Other		

Other Health Problems :

Condition Details :

History - Info 2

The **History - Info2** tab provides a place to enter items related to **allergic** conditions of the student.

1. Enter any needed information by checking one or more items.
2. Text boxes are available to give more details.
3. Remember to click the **"Save"** button at bottom of the screen to save the information.

The **Medication** tab lists two types of medicines – those taken at home and those taken at school. The medications taken at home are entered here. The medications entered at school are entered in the Medication part of the program and viewed here.

The **History - Vision** tab allows vision screening results to be entered or edited on a single student.

1. Data is entered in the fields from left to right.
2. The blank top row is an insert row to add results of a new screening.
 - To save an insert row at the top, click the **Save** cell at end of row.
3. Many of the fields have drop-down lists to choose the data result.
4. **SC V (Vision Suspected Condition)**: This field is used to enter suspected conditions for vision.
 - Up to four **Condition Types** can be selected.
 - Select a **Referral Type** and **Referral Reason** by entering a code from the drop-down list.
5. To edit an existing row, click on the cell, edit the data, then click the **Save** cell at the end of the row.
6. To delete a row, click the red **Delete** cell at the start of the row to be removed.
7. Additional **Vision Comments** are available at the bottom of screen.
 - Reminder: If information is entered in the **Vision Comments**, use the **Save** button at bottom of screen.

Delete	Date	SC V	AC-R	AC-L	MF	MB	CV	NR	NL	Rx	GL	TOOL	PL	R	L	Comment	Follow Up 1
	2014-12-16 N		Pass - 25	Pass - 25	Not Tested	Pass	Pass	Pass - 25	Pass - 25	No	None	TITMUS	Not T...				
	2012-11-27 N		Pass	Pass	Not Tested	Pass	Not Tested	Not Tested	Not Tested	No	None	Sloan - Ten Fo...	Not T...				
	2012-02-01 N		Pass	Pass	Not Tested	Pass	Not Tested	Not Tested	Not Tested	No	None	NOT TESTED	Not T...				
	2011-01-07 N		Pass	Pass	Not Tested	Pass	Not Tested	Not Tested	Not Tested	No	None	NOT TESTED	Not T...				
	2009-10-27 N		Pass	Pass	Not Tested	Pass	Pass	Not Tested	Not Tested	No	None		Pass				
	2008-11-07 N		Pass	Pass	Not Tested	Pass	Pass	Not Tested	Not Tested	No	None	HOTV - Ten Fo...	Pass				

111

- Vision Comments -

History - Hearing

The **History - Hearing** tab allows hearing screening results to be entered or edited on a single student.

1. Data is entered in the fields from left to right.
2. The blank top row is an insert row to add results of a new screening.
 - To save an insert row at the top, click the **Save** cell at end of row.
3. Many of the fields have drop-down lists to choose the data result.
4. **SC H (Hearing Suspected Condition)**: This field is used to enter suspected conditions for hearing.
 - Up to four **Condition Types** can be selected.
 - Select a **Referral Type** and **Referral Reason** by entering a code from the drop-down list.
5. To edit an existing row, click on the cell, edit the data, then click the **Save** cell at the end of the row.
6. To delete a row, click the red **Delete** cell at the start of the row to be removed.
7. Additional **Hearing Comments** are available at the bottom of screen.
 - Reminder: If information is entered in the **Hearing Comments**, use the **Save** button at bottom of screen.

Delete	Date	SC H	HR 0.5	HL 0.5	HR 1	HR 2	HR 4	HL 1	HL 2	HL 4	HR	HL	R IM	L IM	Comment	Follow Up 1
	2014-12-16 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
	2012-11-27 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
	2012-02-01 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
	2011-01-07 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
	2009-10-27 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
	2008-11-07 N		Not Tested	Not Tested	Pass	Pass	Pass	Pass	Pass	Pass			Not Tested	Not Tested	Not Tested	Not Tested
Hearing Comments																

Scoliosis

The **Scoliosis** tab allows results to be entered or edited on a single student.

Delete	Date	Pass	RF	Follow U...	Comments	Save	Nurse	Grade
Scoliosis Comments								

Height/Weight

The **Height/Weight** tab allows results of the student's **height** in inches and **weight** in pounds to be entered on a single student. The **BMI** will be calculated for you once you click the tab or enter after entering both. Other health information can be entered here on the student including **BPS**, **BPD**, **Pulse**, **TEMP**, **Respiratory Rate**, **SPO2**, **Blood Glucose**, and **Urine Output** or on the Nurse Consultation.

Delete	Date	Height	Weight	BMI	Percentile	BPS	BPD	Pulse	TEMP	Resp	SPO2	Blood Glucose	Urine Output	Comments	Save	Grade

Growth Comments

Dental

The **Dental** tab allows the user to enter information if an oral examination is done. You can enter the information and track follow up information as well.

Delete	Date	CAV	Caries	Sealants	# Sealants	Treatm...	Ethnic	Lunch	RF	Follow Up 1	Save	Comments	Nurse	Grade

Dental Comments

Family History

The **Family History** tab allows you to enter information about family information which may be important which seeing a student.

Family Information

<input type="checkbox"/> Heart Troubles		<input type="checkbox"/> Seizures	
<input type="checkbox"/> Chronic Headaches		<input type="checkbox"/> Diabetes	
<input type="checkbox"/> High Blood Pressure		<input type="checkbox"/> Cancer	
<input type="checkbox"/> Kidney Trouble		<input type="checkbox"/> Asthma	
<input type="checkbox"/> Tuberculosis		<input type="checkbox"/> Allergies	
<input type="checkbox"/> Nervous Breakdown		<input type="checkbox"/> Sickle Cell	
<input type="checkbox"/> Other (what kind)		<input type="checkbox"/> Drug/Alcohol	

Parental Information

Are both biological parents living? : ☐ Yes ☐ No ☒ Unknown

Are the child's parents both in good health? : ☐ Yes ☐ No ☒ Unknown

Are any of the child's siblings deceased? : ☐ Yes ☐ No ☒ Unknown

Sibling Information

Delete	Name	DOB	Gender	Gen Health	Save	Additional Notes

Procedure/Treatment

The **Procedure/Treatment** tab allows you to enter information about procedures and treatment which may be needed by the student you are seeing.

Delete	Start Date	End Date	Procedure/Equipment	Time(s) for Pr...	Instructions	Provider	ICD Code	Diagnosis	Comment	Nurse	Save

Pediculosis

The **Pediculosis** tab is used to enter screenings done on students.

Delete	Date	Follow Up Date	Pass	Grade	RF	Comments	Nurse	Save

Doctor/Nurse

The **Doctor/Nurse** tab is used to enter information on doctors and nurses. Click on Add New Doctor/Nurse on the bottom left of the screen. You can also print this information when completed.

Delete	First Name	Middle Name	Last Name	Suffix	Contact Type	Contact Number	Degree/Certification ...	Specialty

Add New Doctor/Nurse

Print

Log

The **Log** tab contains a screen which is password protected for nurses to access, enter, or edit notes regarding the student. Situations for Log use could be items such as documenting contacts/communications with a parent/guardian or documenting sensitive information. The **Health Log** cannot be viewed by other users such as school office staff, administrators, or teachers.

1. At the password prompt, enter the same password used when starting the program.
2. Data is entered in the fields from left to right.
3. The blank top row is an insert row to add results of a new row of data.
 - To save an insert row at the top, click the **Save** cell at end of row.
4. Click the green **Save** cell at the end of the row.
5. To edit an existing row, click on the cell, edit the data, then click the **Save** cell at the end of the row.
6. To delete a row, click the red **Delete** cell at the start of the row to be removed.
7. The **Consolidated Logs** section will show Health Log records for the student entered by other nurses. Data in this section cannot be edited.

The top portion of the screen contains the log entered by the nurse signed in to the program. Only that nurse can edit the logs entered here. The bottom portion of the screen contains logs entered by all nurses but these entries cannot be edited here.

Addresses Tab

This screen provides contact information from the Student Master on a single screen.

Student Address Address : 714 NORTH ASHLEY RIDGE LOOP Address 2 : City : SHREVEPORT State : LA Postal Code : 71106 Home Phone : (318) 868-8000 Cell Phone : Email :	Physical Address Address : 714 NORTH ASHLEY RIDGE LOOP Address 2 : City : SHREVEPORT State : LA Postal Code : 71106	Emergency Address Emergency Name : Address : Address 2 : City : State : Postal Code : Home Phone : Cell Phone : Work Phone : Beeper :
Guardian Address Guardian Name : Address : Address 2 : City : State : Postal Code : Home Phone : Cell Phone : Work Phone : Beeper : Email :	Father Address Father Name : ACHANE DAVID Address : 714 NORTH ASHLEY RIDGE LOOP Address 2 : City : SHREVEPORT State : LA Postal Code : 71106 Home Phone : (318) 868-8000 Cell Phone : Work Phone : (318) 868-8000 Beeper : Email :	Mother Address Mother Name : ACHANE REBECCA Address : 714 NORTH ASHLEY RIDGE LOOP Address 2 : City : SHREVEPORT State : LA Postal Code : 71106 Home Phone : (318) 868-8000 Cell Phone : Work Phone : (318) 868-8000 Beeper : Email :

Programs Tab

This screen provides information on students who are either quarantined or quarantined close contact.

Programs

	Program	Program ID	Area/Reason/Score	Begin Date	Begin Type	End Date	End Type	Services	Refer Name	Ref I
1	QUA Quarantine			2021-09-27		2021-10-04		Yes		
2	QCC Quarantine Close Co...			2021-09-13		2021-09-24		Yes		

Permissions Tab

The **Permissions** tab shows permissions associated with the student from the Student Master module. The Health user cannot change the data presented on this screen, but can use it to view permission information associated with the student.

General Permissions									
A. Video/Photograph Permission : <input checked="" type="checkbox"/>					E. Permission for Child to Access Internet on Campus : <input type="checkbox"/>				
B. Evaluation Permission : <input type="checkbox"/>					F. Option to Remove child from Public Lists : <input type="checkbox"/>				
C. Leave School Permission : <input type="checkbox"/>					G. Accept the Acceptable Use Policy : <input type="checkbox"/>				
D. Non-Invasive Research Permission : <input type="checkbox"/>									
Emergency/Routine Medical Permissions									
A. Emergency/Routine Medical Permission : <input type="checkbox"/>					B. Dorm Counselor/Teacher Medical Permission : <input type="checkbox"/>				
C. OTC Medical Permission : <input type="checkbox"/>					D. Bus Transportation to Health Clinic Permission : <input type="checkbox"/>				
Visual Examination Permission					Dental Permission				
A. Visual Screening Permission : <input type="checkbox"/>					Dental Examination Permission : <input type="checkbox"/>				
Tuberculosis (TB) Test Permission					Parent Permission to Make Student Data Accessible Via Internet				
Tuberculosis Test Permission : <input type="checkbox"/>					Disable Student Record Web Access : <input type="checkbox"/>				
Student Access to Student Progress Center									
Year	Type	Permission Name	Yes	No	Comment	Create User	Create Date	Change User	Change Date
			<input type="checkbox"/>	<input type="checkbox"/>					

Enrollment History

The **Enrollment History** tab shows when the student entered the district and when and if the student moved from one school to another or if the student left the district.

	Year	Dis	Sch	SIDNO	Sch Name	Entry Code	EDate	Leave Code	LDate	GD	SIS Entry	SIS Exit	SBLC
1	1718	027	006	8089977	DEMO School 006	E1 E1 Original enrollment within same...	08/09/2017			09	08/10/2017	05/24/2018	
2	1617	027	006	8089977	DEMO School 006	E1 E1 Original enrollment within same...	08/14/2007			08	08/10/2016	05/24/2017	
3	1516	027	006	8089977	DEMO School 006	E1 E1 Original enrollment within same...	08/14/2007			07	08/12/2015	05/24/2016	
4	1415	027	009	8089977	DEMO School 009	E1 E1 Original enrollment within same...	08/14/2007			06	08/08/2014	05/21/2015	
5	1314	027	009	8089977	DEMO School 009	E1 E1 Original enrollment within same...	08/14/2007			05	08/09/2013	05/22/2014	
6	1213	027	009	8089977	DEMO School 009	E1 E1 Original enrollment within same...	08/14/2007			04	08/10/2012	05/23/2013	
7	1112	027	009	8089977	DEMO School 009	E1 E1 Original enrollment within same...	08/14/2007			03	08/10/2011	05/24/2012	

Vision/Hearing Loader

Getting Started

1. On the left navigation panel, click **Health**, then **Loaders**, then **Hearing/Vision Loader**.

Setup Options

1. The **Year** and **District** should default to current year and user's district.
2. **School**: Select the desired school. and the school needed for the report
3. **Grade**: Select grade level(s) of students. This selection can be left blank if choosing students by homeroom or class. Click **OK** at the bottom of the page to move back to the main setup box, once the selection(s) has been made.
4. **Screened On**: Date of the screening. Normally is defaulted to current date but can be changed by clicking the drop down date fields or by clicking on the calendar icon on the far right.
5. **Nurse**: Name of nurse saving records. Defaults to the nurse associated with the login.
6. **Roster Type**: Select either **Homeroom**, **#Class**: A selection from the Roster Type must be selected to activate the selections listed below.
 - Select **Homeroom** to pull a listing of students in a teacher's homeroom.
 - Select **Class** to pull a listing of students by class roster.
7. **Home Room**: If **Roster Type** of **Homeroom** was selected, click in this cell.
 - A list of homerooms will appear. Select the desired homeroom.
8. **Class**: If **Roster Type** of **Class** was selected, click in this cell.
 - A list of classes will appear. Browse or **Search** the listing, then click on the row of the class of students needed.
 - To search the listing by Teacher, click on the column header for Teacher, then type in the **Search** field.
 - To search the listing by **Course** (Class), click on the column header for Course, then type in the **Search** field.
9. **Blank Form**: If selected, the student listing will show blank fields for the screening results.
 - This is often used when a paper listing of students is desired. Failures are noted by hand, and then the results are put into the loader at a later time.
10. **Screening Type**: Select **Hearing** to show fields associated with Hearing screening only. Select **Vision** to show fields associated with Vision screening only. Select **Both** to show fields associated with both kinds of screenings.
11. Click the **OK** button to begin the program.

Setting the Vision/Hearing Defaults

Before Saving data to students, the user should set the **Defaults** for the Vision/Hearing display. This is normally done only once. These settings will be used for any future use of the loader.

1. On the Vision/Hearing Loader screen, click the **Defaults** button located at the lower left of the screen.
2. Go through each field and select the default result that will be posted for students.
 - Note: If a field is not used, choose "**N Not Tested**".
3. Click the **Finished** button.
4. The listing of students will be refreshed with the **Defaults** values now appearing in each cell for each student.
5. In the future, if needed, the **Defaults** can be changed.
6. **Defaults** are associated with the Nurse's login. One nurse can have different **Defaults** than another Nurse.

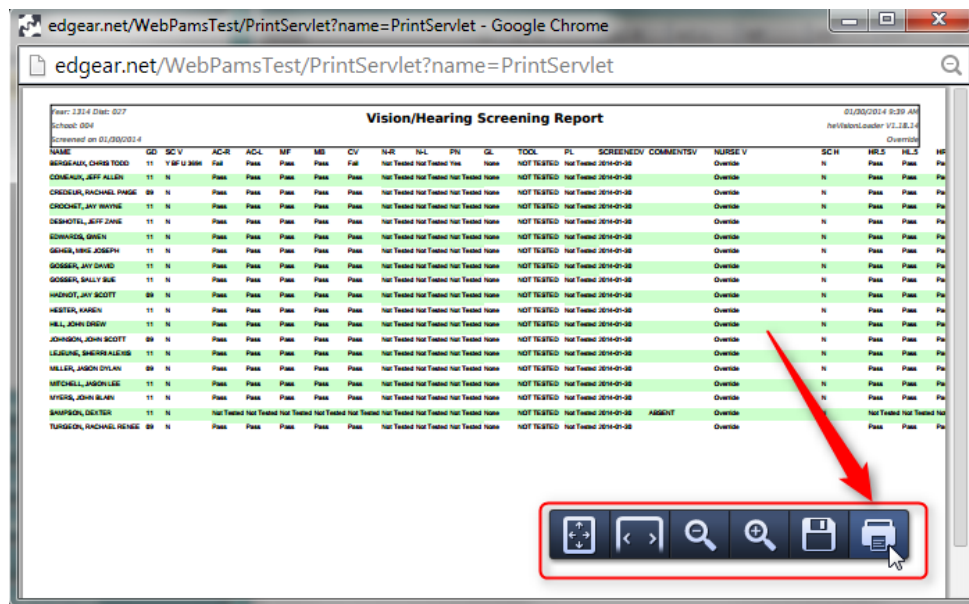
Vision/Hearing Loader Screen Features

1. On screen will be a listing of students with **Defaults** filled in each cell.
2. Vision columns are shaded green. Hearing columns are shaded blue.
3. Column headers are listed across the top of the page. Hover over the column header to see a tool tip describing the column.
4. Students who are absent on the **Screening Date** from the **Setup** options will have "**Not Tested**" automatically displayed across all data cells in the row.

5. As students are tested, if the default results apply to the student, then no change is needed.
6. If a student has results that are different than the default, click in the cell and select the desired result.
7. If any kind of "Fail" result is selected, the Nurse will see a **Suspected Condition** box appear as shown below.
 - **Condition Type:** Normally this will default to either "B Vision" or "C Hearing". If additional Condition Types are desired, click to add up to three more.
 - **Referral Type:** Normally this will default to "U Under Care". Click to change if needed.
 - **Referral Reason:** Click in the field to obtain a listing of Diagnosis Codes/Conditions. Browse the listing and select the most appropriate.
 - Click **OK** to return to the **Vision / Hearing Loader** screen.
 - The student will now have a "Fail" result showing, as well as data in the **SC V** (Suspected Condition Vision) or **SC H** (Suspected Condition Hearing) cell.
8. **Comments** can be entered in the **CommentsV** (Comments for Vision) or **CommentsH** (Comments for Hearing) fields.
9. When done posting any Fail results or variations from the Defaults, click the **Save** button.
10. The screening results will be stored in each student's **History–Vision** tab [Link Here](#) or **History–Hearing** tab [Link Here](#) of the **Health System** [Link here](#).

Buttons on the Bottom of the Page

1. **Setup:** Click to make desired selections for running the program, such as change the school or homeroom.
2. **Save:** Saves the data on the table to each student's Health-Vision or Health-Hearing tabs.
3. **Defaults:** user may set all columns to Not Tested before the start of testing
4. **Print Table:** Click to obtain Print options. A popup will appear with a set of document print options--PDF, XLS, CSV, HTML. Click the **Print** button on this popup and a print preview window will appear.
 - **If the Print icon is not visible:** Hover the mouse in the bottom right area of the preview. A grey rectangle will appear with several icons. Click the Print icon at the right end of this rectangle. Another print preview will appear; click the Print button. Close the print preview when done.



Consultation By Date Range Report

This report will allow a nurse to run a report of students with data on the Consultation tab of the Health System.

Getting Started

1. In the left navigation panel, click **Health**, then **Lists**, then **Consultations By Date Report**.

Setup Options

1. **Year:** Defaults to current year.
2. **District:** Defaults to district number associated with the login of the user.
3. **School:** Click to select the desired school
4. **Date From:** The date will default to today's date. To change the date, click on the drop down arrow(s) or click on the calendar to the far right of the line.
5. **Date To:** The date will default to today's date. To change the date, click on the drop down arrow(s) or click on the calendar to the far right of the line.
6. **Time From:** The time will default to 00:00. The time may be changed by clicking in the cell. Remember to enter "Military" time.
7. **Time To:** The time will default to 23:59. The time may be changed by clicking in the cell. Remember to enter "Military" time.
8. Click the **OK** button to begin the **Consultation By Date Report**.

Definitions of Column Headers

1. **Student's Name:** Name of student
2. **Sidno:** Student ID number
3. **Sch:** School number
4. **Grade:** Grade level of student
5. **DX CD:** Medical code for the condition
6. **Reason:** Reason for consultation
7. **Action Taken:** Action taken by the nurse
8. **Nurse:** Nurse that entered the consultation
9. **Late:** Late Entry-The consultation was entered for a previous day
10. **Date:** Date of the consultation
11. **Time:** Time of the consultation (military time)

Buttons at the Bottom of the Conditions Report

1. **Setup:** Click to go back to the Setup box.
2. **Print:** This button allows the user to print the screen information in a variety of formats. Default is pdf format, but can be changed to xls (Excel), or csv (text).
3. **Help:** This button is NOT activated.

Student List Report

This report will allow a nurse to create a listing of students enrolled by grade or homeroom.

Getting Started

1. In the left navigation panel, click **Health**, then click on **Lists**, then **Student List Report**.

Setup Options

1. **Year:** Defaults to current year.
2. **District:** Defaults to district number associated with the login of the user.
3. **School:** Click to select the desired school.
4. **Show SSN on Reports:** Leave the check box blank if the SSN is desired for the report. Place a check in the check box, if the SSN is desired for the report.
5. **Grade:** Click to select the grade level(s) of students to be listed.
6. **Ethnic:** If desired, the user can select to limit the listing of students by Ethnic code. If left blank, all ethnic codes will be included.
7. **Gender:** Click to limit the listing to students to a selected gender. If left blank, all students, regardless of gender, will be listed on the screen.
8. **Inactive:** Active is the default. If this selection needs to be changed to Inactive or All, click in the cell and make the desired choice.
9. **Medicaid:** All is the default. If this selection needs to be changed from All, click in the cell and make the desired choice.
10. **Birth Month:** All is the default. If this selection needs to be changed from All, click in the cell and make the desired choice of month(s).
11. Click the **OK** button to begin the Student List Report.

Definitions of Column Headers

1. **Student Name:** Name of student.
2. **Sidno:** Student ID number.
3. **School:** School number.
4. **Grade:** Grade of the student.
5. **Gender:** Gender of student.
6. **Ethnic:** Ethnicity of student.
7. **DOB:** Date of birth.
8. **SSN:** Social Security Number of student
9. **Immunization ID:** The ID for the student in the local Immunization tracking network.
10. **Homeroom:** Homeroom teacher of student
11. **Guardian:** Guardian of student from Student Master
12. **Address:** Address of guardian
13. **City/State:** City and state for guardian
14. **Phone:** Phone number of guardian

Buttons at the Bottom of the Student List Report

1. **Setup:** Click to go back to the Setup box.
2. **Print:** This button allows the user to print the screen information in a variety of formats. Default is pdf format, but can be changed to xls (Excel), or csv (text).
3. **Help:** This button is NOT activated.

Special Education List Report

This report can be found in Student Master>Reports/Lists and will allow a nurse to create a listing of special education students with these columns:

School	Student Name	SIDNO	GD	Homeroom	Birth Date	Age	Except	Except Detail	IEP Date	Entry Date	Exit Date					
SV1	SV1 Detail	Entry 1	Exit 1	SV2	SV2 Detail	Entry 2	Exit 2	...	SV5	SV5 Detail	Entry 5	Exit 5	SV6	SV6 Detail	Entry 6	Exit 6
Address	City	State	Zip													

Getting Started

Setup - stSpedRpt v.06.16.22

Year : 2324

District : 026

School : 009

Grades :

Counselor :

Team :

Custom Codes :

Program Codes :

Homeroom :

As Of Date : May 08 2024

☐ Active Only

Order To List : Alpha Order

Column :

☐ Show Remote Scheduled Only

☐ Show Next Year Zone

OK