

S C H O O L

HEALTH SERVICES

P R O G R A M

INFORMATION FOR
TEACHERS AND STAFF



CLARK COUNTY SCHOOL DISTRICT
Prepared by Health Services Department

HEALTH OFFICE

School Nurses are Registered Nurses (RN) who have at least a Bachelor's Degree in Nursing and are licensed by the Nevada Department of Education and by the Nevada Board of Nursing. They are responsible for the overall school health program, including coordinating the activities of the health office. School nurses serve as a resource to parents, students, and staff regarding health concerns, as well as providing emergency care. The first aid safety assistant (FASA) is certified in CPR/AED and basic first aid. The school nurse and the FASA work together to provide student health services, including first aid, medication administration, and emergency care.

The following suggestions will help meet student needs and minimize loss of instructional time:

- Utilize the first aid kit which is distributed at the beginning of the school year to take care of minor problems in the classroom.
- Send the kit to the health office when supplies are low.
- Send students who are too ill to remain in class to the health office with a health office pass.
- Do not allow students to call parents/guardians from their cell phones or your classroom phone for illnesses. The health office staff will contact them.

While our goal is to keep students in school as much as possible, there are health barriers that will prevent students from attending school. Health office staff follow the First Aid and Emergency Care Guidelines for School Personnel (PUB 648) in determining if students are too ill to be in school or if they will be sent back to class.

STUDENT CONCERNS

The school nurse is assigned to more than one school and is available either on site or by phone. If there is an urgent need to contact the school nurse regarding a student, please ask the FASA to relay the message immediately. E-mail is also an effective way to communicate with the school nurse.

Please see the school nurse with health-related questions, as FASAs are not qualified to assist you. For example:

- Medically fragile/chronic illnesses or students requiring a medical procedure
- Medication concerns
- Vision/hearing problems
- Students with anticipated or prolonged absences (may qualify for Homebound services)
- Health counseling (e.g. pregnancy, eating disorders, cutting)
- Health education (e.g. dental, growth and development, smoking cessation)
- Special education (IEP), Section 504 plan, or Response to Intervention (RTI) concerns related to medical issues
- Communicable diseases

If there is a student health concern, e-mail the school nurse or complete an Individual Student Health Check (CCF-630) and give it to the school nurse. These forms can be obtained from the health office. The school nurse is responsible for initiating all medical referrals.

Students should be referred to the School Nurse for RTI screening during the Tier II phase of this process. The RTI Screening form may be obtained from the health office.

HEALTH CONCERNS

Each year the school nurse reviews student health information. Students with health concerns reported by the parent/guardian will have a blue flower at the top of the Infinite Campus summary page. To view additional information, hover over or click on the flower. Teachers of students with serious health concerns will receive individual student health information. All health information is confidential and needs to be made available to substitute teachers.

If a parent/guardian shares information with you regarding a student health problem, please inform the school nurse as soon as possible via e-mail or in-person.

MEDICATION DURING SCHOOL HOURS

Students may take medication during school hours. Students in grades PK-5 will have medications administered and stored in the health office. A medication release is required for students to take medication during school hours and is available for parents/guardians in the health office. Prescription and over-the-counter (OTC) medication must be prescribed by a licensed health care provider. Homeopathic remedies must meet legal guidelines for administration in school. Please consult the school nurse with questions.

Controlled substances, like medications prescribed for pain or ADD/ADHD, may not be carried by any student and must be maintained and administered in the health office.

Students in grades 6-12, with parent/guardian written permission, may self-medicate non-controlled substances. Prescribed medication must be in the pharmacy container, labeled with the student's name, medication, prescribing practitioner, and directions for use. Over-the-counter medication must be in the original manufacturer's container. Written permission from the parent/guardian must be carried by the student at all times.

Students in grades K-12 may self-medicate with prescribed medication for asthma or severe allergic reactions per NRS (Nevada Revised Statutes) 392.425. A Request to Authorize Student Self-Administration of Prescribed Medication for Asthma/Anaphylaxis (HS-96) must be completed by the parent/guardian AND licensed health care provider and returned to the health office.

Only medication supplied by the parent/guardian and in compliance with District policy may be administered in the school setting. Under no circumstance may a student or staff member provide medication to any other student. This includes, but is not limited to, Tylenol, Motrin, antacids, cough drops, or cold medications.

FIELD TRIPS/SCHOOL SPONSORED ACTIVITIES

Occasionally students will be off campus for school sponsored activities at the time a medication or a health care procedure is scheduled. The health office should be notified at least 30 days in advance in order for the school nurse to provide medication training or arrange for procedure coverage. Please refer to your school's procedure for off campus activities.

EMERGENCY CARE

Please note: Universal precautions should always be practiced when dealing with blood or other bodily fluids. Gloves are included in the first aid kit. For more information, contact the health office.

Teachers are often the first to encounter health problems in the classroom and some of these situations require immediate intervention. If a student is injured or too ill to safely come to the health office alone, please call the health office. Clearly state the type of injury/illness and your location. In case of a true emergency, follow the school's procedure for calling 911.

All high schools and some K-12 campuses have Automated External Defibrillators (AED) located on their campuses. Be familiar with the school's AED response procedure and the locations of the AED units.

All Clark County Schools have district stock Epinephrine for students that are having a severe allergic reaction. School Nurses, FASA's, and trained office personnel may administer the Epi-pen. Teachers should familiarize themselves with signs and symptoms of an allergic reaction.

ALLERGIC REACTIONS

An allergic reaction is a condition in which the immune system reacts abnormally to a foreign substance. Anaphylaxis is a serious form of an allergic reaction that may be life threatening.

Mild Signs/Symptoms

- Hives
- Itching
- Nasal congestion, wheezing, difficulty breathing
- Rashes
- Watery red eyes

Severe Signs/Symptoms

- Feeling of fear, apprehension, or anxiety
- Flushing or redness of face
- Difficulty breathing, wheezing, persistent cough
- Swelling of the lips, tongue, uvula, eyes, or face
- Difficulty swallowing, drooling

- Chest discomfort, tightness, or palpitations
- Pale appearance, blue color around the lips
- Nausea, vomiting, diarrhea, or abdominal pain
- Low blood pressure, rapid heart rate
- Loss of consciousness and shock

Actions

1. Notify health office of allergic reaction immediately
2. Keep calm
3. Nurse or trained school personnel will administer emergency medication, call 911
4. Allow student to assume most comfortable position
5. Monitor student until emergency personnel arrive

AMPUTATIONS

Amputation is the loss of a body part usually as a result of an accident or injury.

Signs/Symptoms

- Bleeding may be minimal or severe
- Pain
- Crushed body tissue may be mangled but still partially attached

Actions

1. Notify health office immediately
2. Apply direct pressure and elevate affected body part for 15 minutes or until help arrives
3. If able to locate amputated part, wrap/cover with sterile cloth. DO NOT put amputated part directly on ice. Place severed part in a plastic, airtight, and sealed bag. Immerse the airtight, sealed bag in ice water. Send with student to emergency care provider.

ASTHMA

Students with asthma may be more susceptible during weather changes, windy days, and during the allergy seasons. Minor attacks may progress rapidly. Some students may require activity restrictions.

Signs/Symptoms

- Sudden onset
- Difficulty breathing
- Continuous, uncontrolled cough
- Wheeze (not always present)
- Shortness of breath
- Flaring (widening) of nostrils
- Feeling tightness in chest
- Fatigue

- Difficulty speaking sentences or words
- Increased use of neck, chest, and stomach muscles during breathing
- Increased or decreased respiration rate
- Prolonged inhaling or exhaling
- Previous history of airway disease
- Increased use of inhaler

Actions

1. Refer to student's Medical Alert, if available
2. Send student to health office with an adult or responsible student
3. Contact the school nurse for further information regarding activity status
4. For students allowed to self-administer/carry prescribed inhalers, allow the student to utilize the medication
5. Slowly offer warm sips of water

BURNS (CHEMICAL)

Chemical burns can be caused by various cleaning materials and chemicals used in school laboratories. Substances can quickly injure the skin.

Signs/Symptoms

- Redness
- Pain
- Possible blisters
- Skin Irritation

Actions

1. Follow recommendations for removal of substance. (Some chemicals are activated by water and may cause further damage)
2. Send the student to the health office or request assistance from the health office immediately
3. Provide the health office with chemical information and treatment given
4. Call 911 if necessary

BURNS (HEAT)

Burns are classified by severity and source of injury as minor, partial thickness, and full thickness

Signs/Symptoms: Minor

- Redness
- Pain
- Mild swelling
- Skin irritation

Signs/Symptoms: Partial-thickness

- Moderate to severe redness
- Blisters
- Swelling
- Pain

Signs/Symptoms: Full-thickness

- Skin that appears white, brown, or charred (blackened)
- Usually no blisters

Actions

1. Send the student to the health office or request assistance from the health office immediately; call 911 as necessary
2. Cool area immediately with water or cool compresses for 10-30 minutes.
3. DO NOT USE ICE OR ICE WATER.
4. Do not apply ointments

CARDIAC CONCERNS

If a student with a cardiac condition requests to limit his/her physical activity, contact the school nurse. A licensed health care provider may need to specify activity levels.

Signs/Symptoms

- Chest pain
- Heart palpitations
- Shortness of breath
- Increased or decreased heart rate
- Weak or absent pulse
- Low or absent blood pressure
- Blueness of lips, nails, arms, or legs
- Pale, clammy skin
- Dizziness, lightheadedness, progressing to loss of consciousness

Actions

1. Refer to student's Medical Alert, if available
2. Notify health office and monitor student
3. Allow student to assume most comfortable position
4. Loosen tight clothing

DIABETES:

Diabetes occurs when the body is unable to produce adequate amounts of insulin or the insulin produced is not properly utilized. Insulin is a hormone that helps the body change sugar from food into energy for cells. Someone with diabetes is unable to adequately change sugar from food into energy for cells. Low blood sugar occurs rapidly and may be caused by not enough food, too much insulin, exercise, or stress. Low blood sugar needs to be treated immediately. High blood sugar occurs more gradually and may be caused by not enough insulin and/or too much food.

Students with diabetes may test blood sugar or take insulin in areas outside the health office. The disposal of needles and lancets must be in a sharps container. Blood sugar changes develop rapidly. Review the health care plan/medical alert for the student.

Signs/Symptoms

- Shaky, anxious
- Headache
- Nervousness, crying, anxiety
- Sweaty, pale
- Weakness/fatigue
- Difficulty speaking
- Impaired or blurred vision
- Fast heart rate
- Sleepy, lethargic
- Confused, irritable
- Seizures, unconsciousness
- Hungry, stomachache, nausea
- Thirsty, increased bathroom use
- Fruity breath
- Headaches
- Personality change

Actions

1. Refer to student's health care plan/medical alert
2. Send student to health office with an adult, responsible student, or call health office for assistance
3. Notify the health office immediately
4. Don't let the student sleep
5. Exercise could impact blood sugar. Notify health office with any concerns

DRUG/ALCOHOL USE (SUSPECTED)

Health office staff cannot determine if a student is under the influence of any substance. The primary concern is to determine if the student is safe to stay on campus or needs immediate medical care.

Signs/Symptoms

- Distorted vision
- Loss of coordination
- Poor judgement
- Slowed reflexes
- Altered consciousness, drowsiness
- Memory lapses
- Blackouts
- Nausea/vomiting
- Slurred speech
- Pupil changes
- Odor of alcohol on breath
- Odor of tobacco or marijuana on clothing and breath

Actions

1. Notify health office for assistance
2. Notify site administrator
3. Request assistance from campus monitor as needed
4. Use calm, polite, and reassuring manner
5. Remain with student until help arrives

EYE INJURY

Serious eye injuries require immediate action. These include penetrating injuries, flash burns, chemical splash, or blunt trauma. All eye injuries must be reported to the health office.

Signs/Symptoms

- Pain in eye
- Cut or torn eyelid
- Black eye
- One eye does not move as well as the other
- Unequal pupil size or shape
- Persistent tearing
- Redness
- Itching
- Sensitivity to light
- Blurred or double vision
- Loss of vision or blind spots

- Blood in injured eye
- Foreign body sensation

Actions

1. Do not attempt to remove object
2. Send the student to the health office or request assistance from the health office.

FRACTURE/SPRAIN/DISLOCATION

A fracture is a broken bone. If a fracture is suspected, do not move the injured area. If the neck, back, hip, or thigh is involved, do not move the student. Do not attempt to put a possible dislocation back in place.

Signs/Symptoms

- Limited movement
- Swelling or bruising over a bone
- Loss of function in the injured area
- Feeling heat
- in the injured area
- Bone sticking out of skin
- Obvious deformity
- Report of feeling or hearing snap or pop
- Pain in the injured area

Actions

1. Notify health office immediately
2. Allow student to assume most comfortable position
3. Apply ice pack wrapped in towel

HEAD INJURY

A head injury is any trauma that injures the scalp, skull, or brain. Any bump or blow to the head may be potentially serious even without visible signs of injury.

Signs/Symptoms

- Bump or bruise
- Headache
- Nausea, vomiting
- Dizziness, drowsiness
- Blurred or double vision
- Disorientation or confusion
- Lethargy, memory problems
- Blurred or double vision

Actions

1. Send the student to the health office or request assistance from the health office
2. Any known or suspected head injury must be reported to the health office

HEAT RELATED ILLNESSES

Heat induced illness is preventable. Heat cramps, heat exhaustion, and heatstroke are conditions caused by overexposure to heat and humidity. A heat memo will be distributed from the health office in the spring and the fall. Avoid strenuous outdoor exercise in hot weather. Children have less tolerance to heat than adults. Frequent water breaks should be given during hot weather and/or physical activities.

Heat Exhaustion

Signs/Symptoms

- Cool, clammy, sweaty skin
- Tense muscles
- Dizziness, weakness
- Headache, nausea
- Weakness
- Rapid heart rate
- Normal or elevated temperature

Actions

- Send the student to the health office or request assistance from the health office
- Keep student in a cool location until health office personnel arrive
- Apply cool wet compress to skin
- Heat exhaustion, left untreated, can progress to heat stroke which is a medical emergency
- Call 911 immediately

LICE

Lice are tiny insects which live in the hair and lay tiny white eggs called nits. Itching is the most common symptom of head lice. Head lice do not jump, fly, or carry disease. They can be spread by sharing hats, combs, brushes, bed linens, and having head to head contact. Students may return to school after treatment and will be checked by health office personnel before returning to class.

Signs/Symptoms

- Persistent itching of scalp
- Visible live insects on the head
- Small white eggs seen on hair

Actions

1. Send any student with suspected head lice to the health office
2. Maintain student confidentiality
3. Contact the health office if student with head lice returns to class without clearance

SEIZURES

A seizure is a brief strong surge of electrical activity that affects part or all of the brain. Seizures can last from a few seconds to several minutes. There are many different types of seizures and the appearance of seizure activity can vary.

Signs/Symptoms

- Blank staring episodes
- Jerking movement of body or body parts
- Sudden dropping or falling
- Clenched jaw
- Bluish discoloration of face and eyes
- Drool or foam from mouth
- Loss of bladder or bowel control
- Sleepiness after seizure is over

Actions

- Review health care plan/medical alert prior to any seizure activity
- If seizure occurs, stay calm and clear the area to prevent injury
- If seizure occurs, notify health office immediately
- Do not put anything in the mouth or restrict his/her movements
- If possible, document what the student was doing just prior to the seizure, what the seizure looked like, what time it started, and how long it lasted
- Call 911 if seizure lasts more than 5 minutes

