

Students

Series 500

Policy Title Special Health Services for Students - Administrative Rules Code No. 507.8-R1

The following definitions and guidelines for special health services will assist in meeting the student's individualized special health services at school. These guidelines have been developed utilizing information from the State Department of Education, medical consultants, school nurses and administrators. The special health services include, but is not limited to, services for eligible students whose health status (stable or unstable) requires: interpretation or intervention, administration of health procedures or health care, or use of a health device to compensate for the reduction or loss of body function. Special health services do not include routine procedures provided to all students such as first aid, defined as treatment to injured or sick persons before professional care is available, and medication administration. School employees, with the exception of licensed health professionals and individuals hired specifically for those purposes, may refuse to provide special health services.

A. Definitions

1. "Assignment and delegation" occurs when licensed health personnel, in collaboration with the education team, determine the special health services to be provided and the qualifications of individuals performing the health services. Primary consideration is given to the recommendation of the licensed health personnel. Each designation considers the individual's special health service. The rationale for the designated service is documented.
2. "Co-administration" is the eligible student's participation in the planning, management and implementation of their special health service and demonstration of proficiency to

licensed health personnel.

3. “Educational program” includes all school curricular programs and activities both on and off school grounds.
4. “Education team” may include the eligible individual, this student’s parent/guardian, administrator, teacher, licensed health personnel and others involved in the individual’s educational program.
5. “Health assessment” is health data collection, observation, analysis and interpretation relating to the student’s educational program.
6. “Health instruction” is education by licensed health personnel to prepare qualified designated personnel to deliver and perform special health services contained in the eligible individual’s health plan. Documentation of education and periodic updates shall be on file at school.
7. “Individual health plan” (IHP) is the confidential, written, preplanned and ongoing special health service in the educational program. It includes assessment, planning, implementation, documentation, evaluation and an emergency plan. The plan is updated as needed and at least reviewed annually. Licensed health personnel develop this written plan and review it with the education team.
8. “Licensed health personnel” includes the licensed registered nurse, the licensed physician and other licensed health personnel legally authorized to prescribe special health services and medications.
9. “Prescribers” means licensed health personnel legally authorized to prescribe special health services and medications.
10. “Qualified designated personnel” means persons instructed, supervised and competent in implementing the eligible individual’s health plan.

11. “Special health services” include, but are not limited to, services for individual students whose health status (stable or unstable) requires:

- a. Interpretation or intervention,
- b. Administration of health procedures and health care, or
- c. Use of a health device to compensate for the reduction or loss of a body function.

12. “Supervision” is the assessment, delegation, evaluation and documentation of special health services by licensed health personnel. Levels of supervision include situations in which:

- a. Licensed health personnel are physically present.
- b. Licensed health personnel are available at the same site.
- c. Licensed health personnel are available on call.

B. Provision of Special Health Services:

1. Licensed health personnel shall provide special health services under the auspices of the school. Duties of the licensed health personnel include:

- a. Participate as a member of the education team.
- b. Provide the health assessment.
- c. Plan, implement and evaluate the written individual health plan.
- d. Plan, implement and evaluate special emergency health services.
- e. Serve as liaison, encourage participation and communication with health service agencies and individuals providing health care.
- f. Provide health consultation, counseling and instruction with the student, the student’s parent/guardian and the staff in cooperation and conjunction with the prescriber.

- g. Maintain a record of special health services. The documentation includes the eligible student's name, special health service, prescriber or person authorizing, date and time, signature and title of the person providing the special health service and any unusual circumstances in the provision.
 - h. Report unusual circumstances to the prescriber, parent/guardian, or Director of Health Services and school administration.
 - i. Assign and delegate, instruct, provide technical assistance and supervise qualified designated personnel.
 - j. Update knowledge and skills to meet special health service needs.
2. Prior to the provision of special health services the following shall be on file:
- a. Written statement by the prescriber detailing the specific method and schedule of the special health service, when indicated.
 - b. Written statement by the student's parents requesting the provision of the special health service.
 - c. Meeting with the educational team to discuss the special health services.
 - d. Written individual health plan included in the student's health file and incorporated in the Individualized Education Plan (IEP).
3. Assignment and delegation: Licensed health personnel, in collaboration with the education team, shall determine the special health services to be provided and the qualifications of individuals performing the health services. The documented rationale shall include the following:
- a. Analysis and interpretation of the student's special health service needs, health status stability and complexity of the service, predictability of the service outcome and risk of improperly performed service.

b. Determination that special health service, task, procedure or function is part of the person's job description.

C. Determination of the assignment and delegation based on the student's needs.

1. Review of the designated person's competency.
2. Determination of initial and ongoing level of supervision required to ensure quality services.
3. Supervision: Licensed health personnel shall supervise the special health services, define the level of supervision and document the supervision.
4. Training: Licensed health personnel shall instruct qualified designated personnel to deliver and perform special health services contained in the individual health plan. Documentation of instruction and periodic updates shall be on file at school.
5. Equipment and supplies: Parent(s)/Guardian(s) shall provide the usual equipment, supplies and necessary maintenance for such. The equipment shall be stored in a secure area.

D. The administration shall not require non-administrative personnel to perform student special health services or intrusive non-emergency medical services unless the personnel are licensed or otherwise qualified, and have consented to perform the services.

Adopted: October 5, 2009

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April 16, 2018

Legal Reference: (Code of Iowa)

Iowa Code 281.41.96 (256B), 280.23

Amended:

Cross Reference: 502 Student Rights and Responsibilities

506 Student Records

507.4 Injury or Illness at School

603.3 Special Education