



Coordinator Name

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Planning Team

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Description of the Program (2011-2012)

SSD Health Services provides safe and effective care for our students and staff to allow for better learning. The department provides specialized nursing services and supports to enable students dependent on advanced medical technology to attend school safely. The provision of specialized health care services for all of the diverse needs of our students is essential for the purpose of moving all children forward in the educational process.

Description of How the Program's Services are Developed and Delivered

SSD Health Services encompasses several areas. These areas can be described in the following ways:

1. Five (5) SSD separate day school building health offices staffed by two (2) registered nurses in each location.
2. Two SSD technical high school health offices staffed by one RN in each location, and additionally by a one health room assistant at North County Tech.
3. One RN covers the needs of students in the Bridges Program and the multiple Vocational Skills Program (VSP) sites county-wide.
4. Twenty-seven (27) nurses provide one-to-one nursing services to students. These include twenty-four (24) school-age and three (3) early childhood students.
5. Seventeen (17) early childhood special education sites throughout the county are staffed by five (5) registered nurses.
6. Since July 2012 SSD has employed a registered dietician as part of Health Services to serve the district county-wide.

Overall, forty-eight (48) nurses are working on a regular basis. An additional 22 substitute nurses, support the needs of the district. Some of these 22 nurses are also sharing job assignments.

Key Program Stakeholder Groups

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| <input checked="" type="checkbox"/> Students | <input type="checkbox"/> Board of Education |
| <input checked="" type="checkbox"/> Parents | <input type="checkbox"/> Taxpayers |
| <input checked="" type="checkbox"/> Staff | <input type="checkbox"/> Other (Specify.) |
| <input checked="" type="checkbox"/> Administrators | |

Student and/or Stakeholder Needs Addressed by the Program

The provision of specialized health care services for the diverse needs of our students is essential for the purpose of moving all children forward in the educational process. These needs range from medication administration to ongoing nursing assessment of respiratory, neurological, gastrointestinal status for students with medical conditions such as tracheostomies and mechanical ventilators, and gastrostomy tubes

Overall Goals of the Program

Expected Measurable Outcomes

Goal 1: Assist students to attend school in the least restrictive environment by providing highly qualified nursing supports.	Obj. 1.1 Track daily visits to health rooms Obj. 1.2 Track daily medications delivered. Obj. 1.3 Identify trends in services to students with significant health needs. Obj. 1.4 Provide training for 100% of new medical equipment
Goal 2: Manage health records securely and effectively.	Obj. 2.1 100% of student health records/visit records will be maintained in SIS (Student Information System).
Goal 3: Meet DESE expectations defined in MSIP 4 Standard 8.12.	Obj. 3.1 The SSD will have a written health services plan which includes: a. Goals and objectives aligned with CSIP b. Program Evaluation criteria and procedures c. Board approved policies on administration of medication, contagious diseases, immunizations, confidentiality of health records and child abuse reporting d. Procedures for first aid and emergency care e. Procedures for up to date cumulative health records f. Procedures for health screenings g. Procedures for monitoring chronic health problems and developing strategies for addressing such problems. Obj. 3.2 The health services plan is reviewed by a registered nurse and/or a consulting physician annually. Obj. 3.3 Program improvement strategies are identified and implemented.

Evaluation Questions

- What is the status of the program's progress toward achieving the goals?
- What do students and other stakeholders consider to be the strengths and weaknesses of the program?
- What do staff consider to be the strengths and weaknesses of the program?
- How does the program's actual implementation compare with the program's design?
- How should priorities be changed to put more focus on achieving the goals?
- How should goals be changed? Any added or removed?

Data Collection Methods

- Surveys and questionnaires
- Interviews
- Document reviews
- Observations
- Focus groups
- Case studies
- Assessments
- Other (Specify)



Evaluation Results

What is the status of the program’s progress toward achieving the goals?

Goal 1: Assist students to attend school in the least restrictive environment by providing highly qualified nursing supports.

Measurable Objective 1:	1.1 Track daily visits to health rooms.
Results: 47,316 total health room visits.	

Measurable Objective 2:	1.2 Track daily medications delivered.
Results: 31,022 total prescription medications delivered.	

Measurable Objective 3:	1.3 Identify trends in services to students with significant health needs (Students with 1:1 nurses).																
Results: Use of tracheotomies and ventilators has increased each year over the last three years. Severe seizure activity requiring 1:1 nurse assistance had declined each year.																	
<table border="1"> <thead> <tr> <th>Significant Need</th> <th>2009-10</th> <th>2010-11</th> <th>2011-12</th> </tr> </thead> <tbody> <tr> <td>Tracheotomy</td> <td>7</td> <td>13</td> <td>20</td> </tr> <tr> <td>Ventilator</td> <td>1</td> <td>2</td> <td>4</td> </tr> <tr> <td>Severe Seizure Activity</td> <td>6</td> <td>5</td> <td>3</td> </tr> </tbody> </table>		Significant Need	2009-10	2010-11	2011-12	Tracheotomy	7	13	20	Ventilator	1	2	4	Severe Seizure Activity	6	5	3
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Measurable Objective 4:	1.4 Provide training for 100% of new medical equipment.
Results: Met - Training was provided for 100% of new medical equipment.	

Goal 2: Manage health records securely and effectively.

Measurable Objective 1:	2.1 100% of student health records/visit records will be maintained in SIS (Student Information System).
Results: 100% of K-12 health records are maintained in SIS. Training and technical support continued through 2011-2012 for Early Childhood nurses.	

Goal 3: Meet DESE expectations defined in MSIP 4 Standard 8.12.

Measurable Objective 1:	<p>3.1 The SSD will have a written health services plan which includes:</p> <ul style="list-style-type: none"> a. Goals and objectives aligned with CSIP b. Program Evaluation criteria and procedures c. Board approved policies on administration of medication, contagious diseases, immunizations, confidentiality of health records and child abuse reporting d. Procedures for first aid and emergency care e. Procedures for up to date cumulative health records f. Procedures for health screenings g. Procedures for monitoring chronic health problems and developing strategies for addressing such problems.
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<p>Results:</p> <ul style="list-style-type: none"> a. Met - Goals and objectives are met and aligned with CSIP strategy 1.3.1. b. Met - The present program evaluation criteria and procedures were met by developing and implementing policies and procedure according to MSIP Standard 8.12. c. Met - Board approved policies on administration of medication, contagious diseases, Immunizations, confidentiality of health records and child abuse reporting are completed and can be reviewed in the Health Services Policy and Procedure Manual. d. Met - Procedures for first aid and emergency care are included and can be reviewed in the Health Services Policy and Procedure Manual. e. Met - Up to Date cumulative health records are maintained in SIS for all school age students. f. Met - Procedures for health screenings met and can be reviewed in the Health Services Policy and Procedure Manual. g. Met - Procedures for monitoring chronic health problems and developing strategies for addressing such problems met and can be reviewed in the Health Services Policy and Procedure Manual. 	
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Measurable Objective 2:	<p>3.2 The health services plan is reviewed by a registered nurse and/or a consulting physician annually.</p>
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<p>Results: Met - Dr. David Campbell M.D. Consulting Physician for Special School District and Debra D'Arcy RN EPS Health Services reviewed and revised all health services plans 5/11/12 in accordance with the annual schedule.</p>	
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Measurable Objective 3:	<p>3.3 Program improvement strategies are identified and implemented.</p>
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<p>Results: Program improvement in the area of SIS training and email for all SSD nurses including substitute nurses was implemented in 2011-2012. ECSE electronic record keeping was completed in 2012-2013.</p>	
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What do key staff and stakeholders consider to be the strengths and opportunities for improvement /weaknesses of the program?

Strengths:

Strength 1. Decrease in need for 1:1 nursing for severe seizure activity through increased training and education of classroom staff.

Strength 2. Increase in ability of medically fragile students to participate in least restrictive environment due to tracheotomies and ventilators.

Opportunities/Weaknesses:

Opportunity 1. Early childhood health records were not maintained in SIS during 2011-2012.

Opportunity 2. Training on equipment is adequate, but not systematic.

Opportunity 3. Increasing number of nurses and students with severe health needs makes it very difficult to plan, organize, and coordinate the school health program.

Opportunity 4. Health reporting is difficult to standardize since nurses have too many choices for recording the same information in SIS.

How well aligned are the program's priorities and processes with the goals of the program?

The program's priorities and processes are well aligned with the goals of the program.

Deployment Level of Program Services: Services are well deployed, although deployment may vary in some areas or schools.

Should priorities be changed to put more focus on achieving the goals? Yes No

Should goals be changed, added or removed? Yes No

Evaluation Implications

General Recommendation Resulting from the Evaluation

Select from the following possible recommendations resulting from the evaluation:

- Continue the program as is. It is meeting or exceeding all expected outcomes.
- Expand the program, replicating effective components.
- Streamline, refine, or consolidate elements of the program.
- Redesign the program.
- Reevaluate the purpose and/or goals of the program.
- Discontinue ineffective or nonessential program components.
- Discontinue the program.
- Other (Specify.)

Action Plans

1. Implement maintenance of health records in SIS at all SSD sites including early childhood.
2. Arrange for Licensed Respiratory therapist from medical equipment company to provide standardized training on all new medical equipment.
3. Develop job description, interview and hire a Lead Nurse to assist in planning, organizing, coordinating and implementing the school health program.
4. Review of all SIS health Record tables to facilitate standardized reporting.

Status of Recommendations from Previous Report Recommendations

- Continue to increase attendance at monthly meetings by providing substitute nurses to cover nursing assignments for those with schedule and duty conflicts. Continue to utilize SSD Life Nursing Staff site to share agendas, minutes and documents from nurses' meetings. This would allow all of the District nurses to share their strengths with each other, with potential to share with partner districts in the form of in-service offerings.

Attendance at monthly meetings allows nursing staff to share strengths and best practices. SSD Life is used to share meeting documents.

- Continue to provide ongoing SIS training opportunities for all nursing staff.
Nursing staff receives regular training on SIS procedures.
- Explore using SIS by ECSE nurses in partner districts to record health services information, specifically immunization tracking for students served.

All nurses, including early childhood nurses, have computers with access to the internet and are keeping health records in SIS (2013).

- Continue to collaborate with Technology Services with regard to technology and/or equipment needs to facilitate implementation of SIS and/or other health services software applications.

We continue to work closely with Technology Services to meet all health service needs.

- Provide all nurses, including substitute nurses, access to SSD Life.

All nurses, including substitute nurses were provided an e-mail account and were given access to the Health Services site in SSD Life.

Status of Action Plan for Recommendations as a Result of Previous Program Evaluation

- SIS training scheduled on May 20, 2011 for all substitute nurses. Met
- SIS training scheduled on June 22, 2011 for all one on one nurses. Met
- Acquire e-mail accounts for substitute nurses by May 20, 2011, to assure access to SSD Life. Met

Cost and Funding Source

The costs are included in the budget.