



POLICY AND PROCEDURE FOR DAILY HEALTH CHECK

Policy

A program must help parents continue to follow recommended schedules of well-child and oral health care. A program must implement periodic observations or other appropriate strategies for program staff and parents to identify any new or recurring developmental, medical, oral, or mental health concerns. A program must facilitate and monitor necessary oral health preventive care, treatment and follow-up, including topical fluoride treatments. In communities where there is a lack of adequate fluoride available through the water supply and for every child with moderate to severe tooth decay, a program must also facilitate fluoride supplements, and other necessary preventive measures, and further oral health treatment as recommended by the oral health professional. *Head Start Performance Standards 1302.42 (c) Child health status and care: Ongoing care.*

What written operational policies must I have? (26) Procedures for conducting health checks. *Minimum Standards for Child Care Centers 746.501 (26).*

Based on the above policies UTRGV-PSJA-EHS-CCP Program staff will conduct a visual assessment of a child to identify potential concerns about a child's health, including signs or symptoms of illness and injury.

Procedure

1. The teacher will complete the child's daily health check(list) in the classroom and document accordingly.
2. If the child arrives with a medical doctor excuse and or hospital discharge information, the parent and the child will be asked to go to the Center Manager or Center Director's office for clearance.
3. When the child arrives with the parent/authorized person, the teacher will visually check the child and document any concerns under "AM". When checking the child 's diaper, if the diaper is clean and dry the teacher may leave the diaper on.
4. Prior to releasing the child to parent/authorized person, a second visual check will be made, and any concerns noted under "PM". In the Notes Section describe the concern, write in " Absent" when child is absent and " Closed" if the campus is closed.
5. The teacher that conducts the check will document his/her initials after each check is done alongside the parent. If teachers notice a pattern, they will inform the Center Manager at the site, Center Manager will then inform the Family Services Coordinator and Health Coordinator at Grantee Level.
6. A binder/folder will be used to keep the current, previous daily health checklist and be kept under lock and key in each classroom.