

IDENTIFYING HEALTH CONCERNS

(Physical Form)

What to look for in the Physical Form:

- 1.) Read results found in each section of the Physical Form to identify all tests results that are missing, pending, and/or are **Not** within normal limits.
- 2.) Review all screening results with child's parent as quickly as possible, but must be completed no later than 90 days.

Note: Staff must acquire all test results that are left blank or marked "Pending" on the Physical form. **Do not** enter the screenings in **PROMIS** unless pending results have been attained.

A trained, on-site staff may perform hearing, vision, and BP screenings.

Physical Examination section (General Exam):

- Review line items for any boxes checked off as "ABNORMAL"
- Read notes written on the Comment Section for indication of health concern

TB Exposure Risk Assessment / TB Testing section:

- Review to make sure that risk factor is not present.
- If risk factor is present, make sure a TB test was done. If TB test is positive, look for a chest x-ray

Immunizations section: – Is child up-to-date? If not – implement "No Shot, No School" CA Law (see *Guide To Immunization Sheet*)

Required Tests/Evaluations section: (Normal Reading/Range Guide)

Acceptable results: WNL or NL (*Within Normal Limits*)

- BP ~ 75/45 – 115/80 = NL range
- Lead ~ 0 mcg/dl = Normal
- 0.1– 4.4 = Risk Factor Present (*Provide educational info/materials*)
- 4.5 – 9.4 = Abnormal (*a venous re-test should be done*)
- 9.5 or higher = Provide referral to County Health Dept.
- Vision ~ 20/20 (or Pass)
- ✓ **Acceptable:** 20/30 (4-5 yrs old)
- 20/40 (3yrs & under)
- Hearing ~ 25db -1000hz (or Pass)
- ✓ **Acceptable:** 35db - 1000hz

Anemia Risk Assessment section:

- Hematocrit/Hemoglobin **test** is **only required** at 12 months. After the 12month test, only a **Risk Assessment** is needed (performed by a health practitioner)
- If risk factor is present, anemia test should be done.
- **Anemia Normal Range:** * Hct. 34% / *Hgb 11gm

Child Under Treatment section: Are there any check boxes marked **YES**?

Restrictions, Abnormal Findings, Diagnosis, and Follow-up section:

- Review any abnormal findings/diagnosis; treatment plan noted on the physical exam form; and recommendations with parent to ensure that parent understand the results and the treatment plan.

NOTE:

- *Physical examinations are required annually.*
- **Returning children:** *physical examination will be renewed within 45 days after its annual expiration date.*

Steps to follow when a health concern is identified:

When health concerns are identified, a follow-up must take place and followed through until treatment has been completed.

1. Consult with parents immediately when health problems are suspected or identified.
2. Establish a system of ongoing communication with parents to facilitate the implementation of a follow-up plan.
 - *Is parent aware of the health concern identified?*
 - *Is there a treatment plan in place between parent and child's physician/specialist?*
 - *Is an individualized health plan (IHP) required?*
3. When needed, provide assistance to parents to enable them to learn how to obtain any prescribed medications, aid or equipment for medical and dental conditions.
 - *Does parent need assistance in arranging further diagnosis or a follow-up appointment with a specialist?*
 - *Does parent need referral to a specialist?*
4. If further clarity from the child's physician is needed, acquire authorization from parent.
5. When needed, obtain diagnosis from child's physician to substantiate special provisions required.

When Parent refuses services:

1. Familiarize parent with the rationale for the needed health services (why it's vital to acquire health services; complete the needed treatment; or obtain further diagnosis) Encourage parent to become active partners in their children's health care needs
2. If needed, request for a case conference assistance from Site Supervisor, FSSup or send a Service Request to CSQI staff.
3. If parent still refuses to participate or cooperate after all efforts have been made to acquire the health services, staff must ask parent to provide a written refusal of health services, by completing the Parent Refusal Form.
4. Document all efforts made to acquire the needed health services

Other documents where health concerns may be identified:

1. Dental Form
2. Nutrition Form
3. Growth Chart (PROMIS)
4. Child's Preadmission Health History
5. Annual Enrollment Questionnaire
6. Emergency Contact Information