

SHARING MEDICAL INFORMATION BETWEEN SCHOOL AND HOME

By law and to protect the health and safety of students, it is important that certain medical information about students be shared between home and school. The purpose of this policy is to prescribe the process and circumstances for information sharing.

I. Definitions

For purposes of this policy, a “Physical Examination” is a health assessment conducted by a “Qualified Health Care Provider” (M.D., D.O., Nurse Practitioner, or Physician’s Assistant) following professionally accepted standards of practice. The purpose of the physical examination is to assess health, identify health conditions amenable to early intervention, and to provide treatment to correct or ameliorate health problems found.

II. School Provided Examinations

Exams Conducted by School Personnel. Cape Elizabeth nursing staffs conduct medical screenings required by Maine law.

III. Required Physical Examinations

Physical Examination Reports Required for School Records, Arranged by Families. All students entering Kindergarten and grades 7, 9, and 11 are required to have a Physical Examination conducted within the same calendar year before the student’s start of that grade. The Student Physical Examination Record form must be completed and submitted to the school nurse within ninety (90) days of the first day of school. Special circumstances regarding submission of the Student Physical Examination Record are as follows:

- a) *Fall Athletes.* In order to allow time for a review of the Physical Examination Record prior to the start of the athletic season, students who participate in a fall sport must have the Student Physical Examination Record submitted no later than the first Monday in August for high school students or the third Monday of August for Middle School students. Students will not be allowed to begin their fall sports season until this form has been submitted and reviewed by the school nurse.
- b) *Students New to the Cape Elizabeth School System.* New enrollees must have a Physical Examination and submit the completed Student Physical Examination Record within ninety (90) days of the start of school. Alternatively, a record of a Physical Examination within the last school year prior to the student’s enrollment may be submitted.

Sharing of Information with School Staff. The results of the Physical Examination will be entered on each student’s school health record. The school nurse may share information from the record with school personnel who have a legitimate interest related to the student’s education, health, or safety, including teachers, coaches, activity advisor, trainers, and bus drivers.

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IV. Changes in Condition and Injuries

Changes in Condition and Injuries. Students who have major injuries or a significant change in health status, as determined by the school nurse, will require clearance, in writing, from a Qualified Health Care Provider prior to resuming participation in physical education or athletic competition. For purpose of this provision “major injuries” or a “significant change in health status,” includes but is not limited to any medical condition requiring surgery, any concussions (see Policy JJIAA), or any new diagnosis of asthma, allergies, or diabetes.

V. Student Health Questionnaire

A Health Questionnaire, completed by parents as part of the annually completed Student and Family Information Form, is required for all students each year. Students participating in a fall sport must have this Questionnaire and the Student and Family Information form submitted by the first Monday in August for high school students or the third Monday in August for Middle School students for appropriate sharing of information with fall coaches.

Cross References: JJIAA-Student Sports-Concussions and Head Injuries

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