

Dear Parent/Guardian:

You or your child's physician has indicated a health care problem on the Emergency Procedure Card or Health Inventory Form. Carroll County Public Schools require an Emergency Procedure Form to be completed every year, and kept on file in the Health Room. This form allows us to follow specific medical instructions as it relates to your child.

Some students may also require a completed Nursing Care Plan to be maintained in their health records. You may wish to review the plan with your health care provider, however the Nursing Care Plan needs only to be signed by a parent/guardian, a physician's signature is not necessary.

These forms are maintained in a confidential manner. The information on the Emergency Procedure Form and Nursing Care Plan is shared only with those persons who have a need to know.

Please complete the enclosed form(s), and return them to the health room. If you have any questions regarding the completion of the forms, please call _____

I can be reached from _____ until _____, Monday through Friday.

Thank you,

School Nurse