	Governance First Aid and Health Care	Administrative Regulation #	JLCE
		Implemented	May 13, 1998
		Reviewed/Updated	August 9, 2017
Page # 1			
Procedure Owner	Director of Student Services		

Administrative Regulation

1. Purpose

To provide for the health needs of students and other stakeholders during school activities.


2. Scope

Section 7-401 of the Public School Laws of Maryland states that each county Board of Education, with the assistance of the county health department, shall provide adequate school health services, instruction in health education and a healthful school environment. As such, a full time licensed nurse shall be assigned to each school site to meet medical needs of all students and to maintain appropriate documentation.

Emergency care rendered in the school setting is limited to immediate and appropriate assistance necessary for the prevention of further suffering or injury and includes expeditious transport for definitive treatment in the best available setting.

Although the responsibility for children's health and safety during school hours has been delegated to the school by the community, parents are considered to have primary responsibility for children's health. Therefore, the plan for health care of children in school should be governed by parental concerns, local policies, and in compliance with COMAR 13A.05.05.

In order to meet these conditions the Carroll County Board of Education has adopted Policy JLCE and the administrative regulations to implement it. It is the principal's responsibility to assure that this policy and its administrative regulations are followed.

	Governance First Aid and Health Care	Administrative Regulation #	JLCE
		Implemented	May 13, 1998
		Reviewed/Updated	July 2017
Page # 2			
Procedure Owner	Director of Student Services		

3. Responsibilities

Supervisor of Health Services- provide competency-based training in collaboration with the Carroll County Department of Health.


School administrators-ensuring compliance and replenishing supplies as needed.

Carroll County Health Department- provide competency- based training and consultation in all aspects of the Initiative.

4. Procedure

A. First Aid

- i. No less than annually, a parent/legal guardian will be required to complete and submit to the school an accurate emergency procedure card for each child enrolled. The emergency procedure card will include pertinent health information as well as identification of appropriate contacts for the school personnel for incidents involving their child. A copy of this information shall accompany the student in the event he/she needs to be transported to a health care facility unless he/she is transported by the parent.
- ii. The principal will be informed of all serious illnesses or injuries. The principal/designee shall be responsible for notifying the Superintendent's office and other pertinent central office personnel of such action each time they occur.
- iii. Parents/legal guardians will be notified of all illnesses and injuries that affect their child at school.
- iv. The supervisor of health services, with input from the staff of the school system and the Carroll County Health Department, will develop, maintain and revise a health services manual. This manual will contain procedures for the delivery of first aid and health maintenance for students.

	Governance First Aid and Health Care	Administrative Regulation #	JLCE
		Implemented	May 13, 1998
		Reviewed/Updated	July 2017
Page # 3			
Procedure Owner	Director of Student Services		

B. Health Maintenance


- i. Parents/legal guardians shall be required to present appropriate medical orders, treatment supplies, and medication for their child before the nurse can provide services to their child.
- ii. In special circumstances students will be allowed to carry and self-administer their medication. Students with respiratory conditions requiring inhalers or other emergency medications, and students with severe allergies requiring emergency medication may carry and self-administer these medications. Complete procedures may be found in the Carroll County Public Schools Health Services Manual.

C. Automatic External Defibrillator (AED)

- i. AED units will be placed and used in schools consistent with Maryland state law.
- ii. A CCPS AED coordinator shall oversee the state approved AED program.
- iii. The Superintendent shall ensure that CPR/AED training is provided for appropriate staff members at each school site.

D. Response to Anaphylaxis

- i. Each school shall maintain auto-injectable epinephrine to be used in the event of an anaphylactic incident at school.
- ii. The school nurse shall train appropriate school personnel in the signs and symptoms of anaphylaxis, and the proper technique for administering epinephrine, and the subsequent procedures following administration of epinephrine.

	Governance First Aid and Health Care	Administrative Regulation #	JLCE
		Implemented	May 13, 1998
		Reviewed/Updated	July 2017
Page # 4			
Procedure Owner	Director of Student Services		

E. Response to opioid overdose

- i. Each school shall maintain naloxone or other overdose-reversing medications to be used in an emergency situation
- ii. School nurses and other designated school personnel shall be trained on the signs and symptoms of opioid overdose and the proper technique for administering naloxone or other overdose-reversing medications, and the subsequent procedures following the administration of naloxone or other overdose reversing medication.

- Complete information regarding the implementation of these regulations may be found in the Carroll County Public Schools Health Manual.

6. Reports

Reports will be submitted annually to MSDE as required.

7. Expiration/Review

Every three years.

8. Delegation of Authority

The Superintendent/Designee has the responsibility for enforcing this policy by communicating it to all relevant parties and by providing necessary instructions and/or administrative regulations (if appropriate), to all staff members.

9. Effective Date

May 13, 1998