Health Requirements
(Well Child Exams, Dental Exams, Immunizations, & Health Screenings)

POLICY/APPROACH:

SOCFC is committed to ensuring that each child is up-to-date on all preventive medical and dental procedures as required by the Head Start Performance Standards. Early Head Start children birth-to-three will receive age appropriate well-baby or well-child exams and dental exams. Head Start children will receive a well-child exam and dental exam on an annual basis. All children will be referred for follow up as needed. All children will have the opportunity for health and developmental screenings provided by SOCFC.

To this end, staff will work closely with families in a number of ways:

- Providing education about children’s health, the importance of preventive care and the specific Head Start requirements;
- Supporting families to access an ongoing source of medical and dental care, particularly through connections to local community partners;
- Assisting families in overcoming barriers for health care and follow-up.

All preventive care, immunizations, and screenings are documented and monitored to ensure that requirements are being met, and if any documentation is missing, staff will follow-up with parents/guardians and encourage the family to comply with requirements.

The first priority is to support families to meet requirements in a timely fashion; however, as per Oregon State law and licensing requirements, each child’s attendance shall be subject to the Oregon Immunization Law outlined in the *Immunization Handbook for School and Children’s Facilities*, and recommendations from the local county health department, which may exceed the State Immunization laws.

POLICY COUNCIL APPROVAL 2/18/2014
BOARD APPROVAL 2/20/2014

**HEAD START PROGRAM PERFORMANCE STANDARD:**
1302.42 Child health status and care
1302.41 Collaboration and communication with parents
1302.46 Family support services for health, nutrition and mental health

**OREGON STATE OFFICE OF CHILD CARE:**
OAR 410-130-0245—Oregon EPSDT
PROCEDURE:

Insurance, Medical and Dental Homes:

1. All families will have an assessment made of their child’s access to medical and dental care upon program entry.

2. If a child does not have health insurance, resources will be given as to how to apply for it. Safety Net Clinic information will also be given.

3. If a child does not have a medical and/or dental provider staff will assist in connecting them to appropriate providers.

4. If a child already has established medical and dental homes staff will get appropriate ROIs (see Release (and exchange) of Information (ROI) procedure) in order to get results.

5. Health Services will process ROIs and document results in the database.

Immunizations:

A. Prior to a child beginning class, each child’s parent or guardian must provide the following on an appropriately signed Certificate of Immunization Status (CIS) form:
   I. The month and year of each dose of each vaccine received by their child
   II. And/or a Medical exemption from the child’s doctor or Non-medical exemption Certificate for each vaccine not received by their child.

B. Children will be excluded from starting class until the child receives the necessary immunizations and documentation is in place.

C. Staff will provide assistance in obtaining immunizations, as needed, including transportation.

D. If there are barriers to a child’s obtaining immunizations to bring a child up-to-date, staff will contact Health Services as soon as possible. Health Services will determine when a child will be allowed to start class.

E. All immunization dates received will be data entered for tracking and status reports by Health Services.

F. Each child’s immunization Status will be up-dated with the required vaccines according to the schedules in the Immunization Law Handbook for Schools, Preschools, Head Starts and Certified Childcare Providers.

G. The Initial Immunization Summary Review will be completed by Health Services in December. Names of children determined to be incomplete and not up-to-date at this time will be submitted to County Health Departments. County Health Departments will review the list and will issue exclusion orders as required in January. Children not up-to-date by the February exclusion date will be excluded until they are brought up-to-date, all paperwork is in place, and they are cleared to return by Health Services.
Completing the Certificate of Immunization Status (CIS) Form upon entry for the first time:

Parents of newly enrolling Head Start children will complete the CIS form at registration with their Family Advocate or Specialist. (See bullets below.)

H. When setting up the registration appointment with the parent, staff will inform the parent they must bring documentation of their child’s immunizations if they were not given in Oregon, if they were given in Oregon, they can’t be retrieved from the AlertIIS website.

I. At the registration appointment, staff will facilitate completion of a CIS form documenting all of the enrolling child’s immunization dates. CIS forms printed from the AlertIIS website may be used as an original.

J. If the child has not had a varicella vaccine, but has had chicken pox, document the month and year of illness on the CIS form.

K. Staff will review the completed CIS form with the parent and have the parent sign and date the form.

L. If a parent indicates they do not want their child to have immunizations for non-medical reasons, staff will direct them to the state website or their medical provider to watch the modules and print off the necessary certificate that allows for non-medical exemptions. Parents will be informed that their child may be excluded from attending class should there be an outbreak of a disease their child is not vaccinated against.

Updating the CIS Form:

M. Any immunizations a child receives after the CIS form is filled out prior to school beginning will need to be communicated to Head Start/ Early Head Start so the CIS form can be updated.

N. Any time the CIS form gets updated, it must be signed and dated by the parent. There must always be a signature date on or after the last immunization date showing on the CIS form.

O. Center Staff will send Health Services a copy of the updated CIS for data entry. Center Staff will file the original CIS form in the Child File.

Health Requirements Follow-up:

P. Center staff will follow up with families regarding children who are not up-to-date on medical, dental, immunizations, concerns, and/or health screening follow-up. Center staff will work to identify barriers that families may have to meeting health requirements, such as transportation, lack of health insurance, etc. and work with families to overcome those barriers.

Q. Health Services will monitor health requirements and provide support to center staff when requested or as needed.
R. If, at the end of the year, a parent continues to indicate they are unwilling to complete any of the identified needed services (medical, dental, follow-up on screenings, etc.) for their child, staff should identify what parent education should be provided, if any, and notify health to request a Health Requirements Refusal letter be filled out by the parent, then returned to Health Services.