



**COUNTY OF SAN BERNARDINO
PRESCHOOL SERVICES DEPARTMENT
POLICY**

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PAGE 1 of 4
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Updated

**SUBJECT: DAILY HEALTH INSPECTION OF CHILDREN
FOR CENTER BASE AND HOME BASE**

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PURPOSE

When a health check is done every day caregivers learn what is normal for each child and will be able to recognize unusual signs or symptoms indicating that the child might be ill. Recognizing early signs of illness allows staff to alert the parents that the child might need medical evaluation and treatment, may prevent a more severe illness for the child, and may halt the spread of illness to others.

POLICY

For Center Based Head Start / Early Head Start

- The daily health check is a quick assessment of each child's health that takes less than a minute.
- The parent / guardian must remain until the health check is completed and will sign the child in only after the child is accepted by the teacher.
- If the child has arrived by bus, staff must be prepared to comfort and care for the ill child until the parent / guardian arrives.
- Information should be gathered from what the parent says, what the child says, and what you observe.
- The health check involves all of the caregiver's senses: the teacher must look, listen, feel, and smell.
- The health check should be conducted in a friendly, welcoming manner and in the context of greeting the child and parent to the program (i.e. greeting games and songs can be used).
- The Site Supervisor must be an active participant, available and prepared to intervene when a child has signs of illness and is too sick to stay in the program.
- Head Start staff must be careful not to diagnose illness or prescribe treatment that is the roll of the health care provider.
- In addition to the daily health checks, observation of children should continue throughout the day and staff should be prepared to intervene whenever a child develops symptoms of illness or injury.

REFERENCE

Head Start Performance 1304.22(b)(1) and Community Care Licensing Division Manual of Policies and Procedures: Child Care Center Division 12, Chapter 1, Part 101226.1(b)(1) & (2)

PROCEDURE

For Center Base Head Start / Early Head Start

Sit in a comfortable chair near the door or entry area to greet and observe the child at their level.

Speak to the child. Ask them questions and listen carefully to their answers for clues of illness:

“How are you today?”

“How did you sleep last night?”

“Are you ready for breakfast?”

Observe and assess each child for signs of health or illness: (Look, Listen, feel and smell)

- General Appearance:
 - Comfortable, cheerful, responsive and active
 - Or clingy, fussy, cranky, listless, very sleepy?
- Fever:
 - Looks and feels cool and dry to the touch
 - Or appears flushed and feels warm or clammy to the touch?
 - Note:** You may take the child’s temperature.
 - Axillary temperature over 100 degrees Fahrenheit or
 - Oral temperature over 101 degrees Fahrenheit
 - May indicate illness.
- Hair:
 - Clean, neat, shiny
 - Or scratching, messy, nits’ visible, bald spots visible?
- Eyes:
 - Clear, bright, child looking around and looking at you
 - Or red with discharge, lids crusted, or rubbing eyes?
- Nose:
 - Breathing normally and easily without difficulty
 - Or coughing and congested? Wheezing? Excessive thick mucous?
- Mouth:
 - Speaking and swallowing comfortably
 - Or are sores visible? Dry lips? Swallowing and speaking with difficulty? Foul odor of breath?
- Teeth:
 - Teeth clean and shiny
 - Or child complaining of tooth discomfort, brown in color? Hurt when child chews food?
- Ears:

Child comfortable and responsive

Or is child-cocking head to one side, rubbing or tugging on ears, exhibiting signs of pain?

- Arms/ Hands:
Any cuts, bruises, rashes, cracking of skin, open sores, blisters, or burns?
- Legs/Feet:
Walking, standing, moving normally
Or limping, walking/standing with difficulty? Feet turning in/out wards?
- Skin:
Clear, intact, good color
Or are there sores, wounds, rashes, blisters, swelling, pale or ashen
Color, unusual foul odors, etc.

Call the Site Supervisor to intervene and counsel the parent if a child is too ill to participate in the program.

Wash your hands if you suspect that a child you are excluding may have a contagious illness. Do not transmit germs to other children. Another staff member may continue the daily health checks in your place until you return.

Fill out the Daily Health Checklist with appropriate codes for each child everyday. If a child is suspected to have an illness, **Document on SAD**, your observations and actions taken.

Site Supervisor is responsible to send in a copy of the "Daily Health Checklist" to the Health Specialist by the 5th of every month.

HomeBase: Head Start/EHS

Procedure for Health Assessment Checks

Home Base Visitor will conduct the Health Check as follows:

1. Upon arrival the home visitors will conduct a quick health assessment of each child they visit.
2. The parent/guardian will be present while the health assessment is being done
3. The home visitor must be an active participant, available and prepared to intervene when a child shows signs and symptoms of illness.
4. The Home Visitor will sit at the level of the child and do the following steps:
 - Speak to the child, or the parent asking questions and listening carefully to their answers for clues for illness.
 - Observe and assess each infant/child for signs and symptoms of illness or health concerns (look, listen, feel and smell)
 - Observe general appearance
 - Speak with the parent during the process
 - Wash your hands to prevent transmitting of germs
 - Document on the Home Visitors Daily Health Check Form
 - The following codes will be used: OK = Well Child, C= Cough/Cold,

B=Bump/Bruise, R= Running Nose (yellow/green mucus), S=Scratch
F=Fever, BR= Birth Mark, N=Nurse Consult, O=other not listed, E=Excused
Visit, U=Unexcused Visit

If the child is found to be too ill to participate in the scheduled home visit or socialization, inform the mother that you will reschedule the visit when the child is feeling better. Inform the mother that the child will be excused for home visit or socialization for that day.

Home visitor will document and code the absent as noted on the home visitors daily health check form.

Do not diagnose at any time or prescribe treatment, that is the role of the health provider, educate parent on the health and well-being of the child and the importance in making sure if needed the parent takes the child to the doctor.

The Home Visitor will turn in the Daily Health Check to the Health Education Specialist by the 5th of every month a copy will be kept with the Socialization records in front of your locked files for monitoring purposes.