	COUNTY OF SAN BERNARDINO PRESCHOOL SERVICES DEPARTMENT POLICY	NO. 01 HS ISSUE 1 PAGE 1 of 2 EFFECTIVE: 03-05-14
SUBJECT: HEALTH SCREENING PROCESS PROCEDURE		APPROVED: 03-05-14 BY: Diana Alexander, Director

PURPOSE
To determine health status of children in collaboration with parents as quickly as possible and to provide ongoing health screening throughout the duration of the program.

REFERENCE
Head Start Performance Standards 1304.20 (a-e)

PROCEDURE
In-Take Application Packet/ Health Screening Procedures include:

1. Provide parents with the following forms and review documents:

- Medical History Profile
- Head Start Oral Health Form
- Request Copy of Immunization Card
- Lead Poisoning Questionnaire
- TB Risk Questionnaire
- Nutrition Survey
- Screening Consent Form
- Social Emotional Questionnaire

For REPEATER children, have parents review *Medical History Profile (MHP)* and *Nutrition Survey* during **the month of April**. If the information remains the same, have parent sign the bottom section of the forms and date it. If the information has changed, have parent complete a new *MHP* and *Nutrition Survey*.

For all other forms listed above, provide parent with new documents.

2. Ask parents if they have concerns about development, health, behavior, or nutritional needs.
3. Ask parents if the child is being seen by a doctor or therapist, and determine if the families have a source of ongoing accessible care.
4. If the family does not have a source of ongoing accessible health or dental care, give parent resource letter to help connect them to community resources and follow-up in accordance with family referral procedure.
5. Document all resources provided in COPA.
6. If parent indicated a concern generate a referral through COPA within 72 hours.
7. The complete referral packet includes:

- See Child Referral Procedure
- Send complete referral packet to Main office.

Enrollment Packet/ Health Screening Requirements:

1. Physical needs to be completed within 30 days of enrollment
   - Well baby Exam for Early Head Start
2. Results of a test for Tuberculosis (skin test or chest x-ray) needs to be completed within 30 days of enrollment
   - The skin test reaction should be read between 48 and 72 hours after administration. A child who does not return within 72 hours will need to be rescheduled for another skin test
3. Prior to attending child care center, a complete Immunization record in accordance to CHDP/EPSDT Periodicity Schedule needs to be submitted
4. Behavioral, Developmental and Sensory screening within 45 days of enrollment:
   - Hearing
   - Vision
   - Acuscreen
   - ASQ-SE
   - Communication Profile
   - DAYC-2 for Early Head Start
   - Height and Weight
5. Dental Screening within 90 days of enrollment
6. Medical and Dental care provider information within 90 days of enrollment

Ongoing Health Screening Requirements:

1. Conduct Daily Health Checks
2. Mid-year height and weight
3. Update Physicals when needed
4. Update Immunization and T.B. records when needed
5. End of the year Developmental Screenings

For detailed health screening requirements, refer to Physicals, TB, Immunizations, Dental, Hearing, and Vision policies and procedures.