## **School Clinic Review Sheet 2020-2021**

County:		Sch	ool:					Principal:				Visit Date:		
Basic	Comprehensiv	/e □	Full	Service		Num	ber of	Students:			Review	wer:		
Florida Adm Records Scl Nurse (RN),	tomated External inistrative Code (I hedule ( <b>GS7</b> ), Lice Unlicensed Assis	FAC), Sc ensed Pra	hooÌ actica	H <mark>ea</mark> lth <i>A</i> al Nurse	\dmini	strative	Reso	urce Manu	ıal (	SHAR	<b>/I</b> ), Florid	da Stat	tutes ( <b>F</b> .	S.), General
I. Personnel														
Health Roo	Yes ☐ No ☐ If no, # hours/days staffed: Additional # Trained									ed for Meds/Procedures:				
# of Health Room Staff by typ		e: RN(s): LPN(s): UAP(s): Additional # Traine							ed for CPR/First Aid/AED:					
RN Superv	isor:	Frequency on site: Average Daily # Cli									inic Visits:			
I. Health Room/Clinic Facilities Items for Review										•		,		
References s. 381.0056, F.S. Ch. 64F-6, FAC		Policies, procedures and protocols for the following are maintained in writing and on-file (readily available) at the school district, each school and the CHD:								Yes	No	Comments		
II. Referen	ces	Clinic P	hysi	cal Facil	ities							Yes	No	Comments
s. 381.0056 SHARM, p.		School h	nas a	dequate	physic	al facilit	ies for	health clin	iic					
III. References		Clinic Log								Yes	No	Comments		
GS7 – Item 120 Ch. 64F-6.005(1)(e), FAC s. 1002.22, F.S. SHARM, p. 50		Standardized clinic log (paper or electronic): student name, date, time in/out, reason for clinic visit, clinic staff, disposition. Clinic log concealed to protect student confidentiality.												
IV. References		Medication Policy and Procedures  School district medication policy available & addresses the following:									Yes	No	Comments	
s. 1006.062(1), F.S. s. 1002.20(3)(h)(i))(j)(k), F.S. 6A-6.0251, 6A-6.0252 and 6A-6.0253, FAC Ch. 64B9-14.002, FAC		School personnel designated by principal to assist in administration of medications and procedures (list of designated staff available);  Annual training of designated personnel with verification of delegate's understanding of assignment documented on a skill-specific checklist;  Verification of periodic monitoring and supervision of delegated tasks;  Allowances for students to self-carry and self-administer medications for: asthma, anaphylaxis, pancreatic insufficiency, and diabetes (equipment, supplies and medication).												
NASN Medication Administration in Schools, Position Statement 2017 DOH Policy 5-6-14 Incident Reporting		Medication Error policy, procedures and form to report medication errors, including instructions on parties to be notified (principal, supervising school nurse, prescribing physician, parents, risk management, and poison control).												
V. Referen	Emergency Supplies and Procedures								Yes	No	Comments			
Ch. 64F-6.0	Policies/procedures for management of health emergencies available in clinic, office and designated locations													
Ch. 64F-6.0 (3), FAC; s. F.S. s. 401.2915	Health room staff & two additional school staff are certified in first aid and CPR; certification copies available onsite. The locations of emergency supplies and equipment and a list of persons currently certified in first aid and CPR is posted in the health room, school office, and other key school locations. Persons reasonably expected to use													
Ch. 64J-1.0 SHARM, p.								easonably o ling CPR to			use			

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Ch. 64F-6.004(5),(6), FAC SHARM, 27	First Aid supplies are adequate and not expired; recommended supplies include non-latex band aids and gloves; gauze/roller gauze,			
	cotton balls/applicators, tape, portable first aid kit, emergency/trauma supplies			
s. 1006.165(1), F.S.	AED required only at schools that are members of the Florida High			
Ch. 64J-1.023, FAC	School Athletic Association. If present, the AED(s) is/are maintained in			
SHARM, p. 27	safe and secure locations and in usable condition, and the AED(s) location is registered with local EMS.			
VI. Medication Administrati				•
Reference	Medications	Yes	No	Comments
Ch. 64B16-28.108, FAC SHARM, p. 19	Medication label contains: name and address of the pharmacy, date of dispensing, serial number, name of the patient, name of the prescriber, name of the drug dispensed, dose, route, name of manufacturer, directions for use, and an Expiration Date or Beyond-Use Date. The beyond-use date must not exceed the expiration date and it shall not be a date greater than one year from the date the medicinal drug is filled. If <i>either</i> the discard after date <i>or</i> the manufacturer's expiration date are outdated, the medication is considered to be expired. If the prescription label discard date states "see manufacturer's expiration date", follow the manufacturer's date.			
s.1006.062(1)(b)(2), F.S. s.1002.20(3)(h)(i)(j)(k), F.S.	Medications received, counted and stored in original container; secured under lock and key when not in use. Emergency medications			
SHARM, p. 19 s. 499.0121(1)(c),(5)(a)(b),	may be in a secure, unlocked location during the school day.  Expired medications must be identified accordingly and quarantined			
F.S. Ch. 64B16-28.108, FAC SHARM, p. 21	from usable medications until returned to parent/guardian or destroyed.			
s. 499.0121(3(a)(b), F.S.,	Medications requiring refrigeration stored in designated, locked			
MUSRM page 72, SHARM, p. 21	refrigerator or in a locked container in a secure refrigerator, with the temperature monitored on a regular basis. No personal (staff) food may be stored in the clinic refrigerator.			
s. 1006.062(1)(b)(1), F.S., 64F-6.005, FAC SHARM, p. 19, 49	Documentation of physician's orders (prescription label) and parental permission to administer medication or medical treatments given in school.  Documentation of physician permission if required by school district			
Comments:	medication policy.			