

School Clinic Review Sheet 2017-2018

County:		School/ Built:		Principal:		Visit Date:	
Basic	<input type="checkbox"/>	Comprehensive	<input type="checkbox"/>	Full Service	<input type="checkbox"/>	Number of Students:	<input type="text"/>
						Reviewer:	<input type="text"/>

Legend: Automated External Defibrillator (AED), Centers for Disease Control and Prevention (CDC), Elementary School (E.S.), Florida Administrative Code (FAC), School Health Administrative Resource Manual (SHARM), Florida Statutes (F.S.), Full Service School (FSS), General Records Schedule (GS7), High School (H.S.), Licensed Practical Nurse (LPN), Medication Administration Record (MAR), Middle School (M.S.), Medication Use in Schools Resource Manual (MUSRM), Registered Nurse (RN), Unlicensed Assistive Personnel (UAP)

I. Personnel				
Health Room staffed full time: Yes <input type="checkbox"/> No <input type="checkbox"/>		If no, # hours/days staffed:		Additional # Trained for Meds/Procedures:
# of Health Room Staff by type:		RN(s):	LPN(s):	UAP(s):
RN supervisor:		Frequency on site:		Average Daily # Clinic Visits:
I. Health Room/Clinic Facilities Items for Review				
References	Clinic	Yes	No	Comments
s. 381.0056, F.S. Ch. 64F-6.004, FAC Ch. 64F-6.002, FAC	Health treatment protocols for management of chronic and complex conditions, and emergency procedures are readily available, including communicable disease control protocols Administrative protocols and references are available			
II. References	Clinic Physical Facilities	Yes	No	Comments
s. 381.0056(5)(b), (6)(c), F.S. MUSRM SHARM, 53	School has adequate physical facilities for health clinic (reception, office, storage, toilet room, bed space, space for confidential consultations)			
III. References	Clinic Log	Yes	No	Comments
GS7 – Item 120 Ch. 64F-6.005(1)(e), FAC s. 1002.22, F.S. SHARM, 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	Yes	No	Comments
s. 1006.062(1), F.S. s. 1002.20(3)(h) F.S. 6A-6.0251, 6A-6.0252 and 6A-6.0253, FAC Ch. 64B9-14.002, FAC	School District Medication Policy available & addresses the following:			
	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;			
	Medication Error policy, procedures and form to report medication errors, including instructions on parties to be notified (principal, supervising school nurse, prescribing MD, parents, risk management, and poison control).			
Allowances for students to self-carry and self-administer emergency medications: asthma, anaphylaxis, pancreatic enzyme supplements and diabetic care equipment and supplies.				
V. References	Emergency Supplies and Procedures	Yes	No	Comments
Ch. 64F-6.004(1), FAC	Policies/procedures for management of health emergencies posted/available in clinic, office and designated locations			
Ch. 64F-6.004(2),(3), FAC SHARM, 27	Current First Aid/CPR certification of clinic staff & 2 additional school staff; copy of current certifications in clinic or office			
Ch. 64F-6.004(5),(6), FAC SHARM, 27	First Aid supplies are not expired; recommended non-latex supplies: band aids, gauze/roller gauze, cotton balls/applicators, tape, gloves; portable first aid kit, emergency/trauma supplies			
Ch. 64F-6.004 (1)(b), (2), (3), FAC; SHARM, 27 s. 1006.165(2), F.S.	Locations of posted lists of emergency supplies, AED, CPR, First Aid-trained staff (including contact information) in clinic, cafeteria, gym and areas with potential for injury			
s. 1006.165(1), F.S. Ch. 64J-1.023, FAC SHARM, 27	AED required only at schools that are members of the Florida High School Athletic Association. If present, the AED(s) is/are maintained in			

