

# Foundations for Effective School Nursing Practice

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MICHIGAN ASSOCIATION OF SCHOOL NURSES  
FOUNDATIONS FOR EFFECTIVE SCHOOL NURSING PRACTICE

**Disclaimer:** *This guideline, “Foundations” for Effective School Nurse Practice, contains recommendations for current best practices for the health service topic addressed. It has been reviewed by the Michigan School Nurse Advisory Council, a function of the Michigan Association of School Nurses Board of Directors as a means to provide consistent and safe care to the students. Specific laws and regulations that direct school nursing practice or other health services are identified in the guideline. There is no guarantee that the use of guidance in this document will lead to any particular result or outcome. The information in this document was researched in June, 2020.*

**FOUNDATIONS for Effective School Nurse Practice is HIGHLY RECOMMENDED**

**for all new school nurses and as a refresher for existing school nurses**

**INTRODUCTION**

School nursing is a specialized practice of nursing. School nurses are grounded by standards of practice and the services provided by the school nurse include leadership, community/public health, care coordination, and quality improvement (NASN, 2016a).

***NASN’s Framework for 21<sup>st</sup> Century School Nursing Practice*** provides an organized description of the work that school nurses provide very day. School nursing practice changes frequently based on new research and best practice standards. “School nurses daily use the skills outlined in the practice components of each principle to help students be healthy, safe, and ready to learn” (NASN, 2020).

The school nurse works as an independent practitioner in an academic setting and requires strong skills in critical thinking, decision-making, communication, individual and classroom education, and child advocacy. School nurses need expertise in pediatrics, public health and mental health nursing and must have strong assessment, health promotion, and referral skills. School nurses also need to have an understanding of laws in education and health care that effect children in the school setting (Nurses for a Healthier Tomorrow, n.d.).

This training provides valuable information to new AND experienced school nurses by taking a comprehensive deep dive into school nursing standards and best practices, the Whole School, Whole Community, Whole Child model, and provide an excellent opportunity for mentorship and networking with fellow registered nurses.

This document is used as the handout to the “Foundations” training and as a guide to the various components of School Nursing Practice.

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- Framework for the 21<sup>st</sup> Century School Nurse
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  - The Role of the School Nurse in Protecting and Understanding Informed and Minor Consent
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  - School Board Policies and Procedures
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  - Federal Education Rights and Privacy Act (FERPA)
  - Michigan School Code
  - Child Protection
    - Mandated Reporters Website
    - School Personnel Guide for Reporting Suspected Child Abuse Neglect
    - Michigan Child Protection Law
    - The Role of the School Nurse and Child Maltreatment

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- Critical Communication
- Collaboration
  - Whole School, Whole Community, Whole Child
  - Healthy School Assessment (HSAT)
  - School Health Partners
  - School Based Health Centers
  - Michigan School Health Coordinators
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    - Immunizations
  - Epidemiology and Genomics
  - Asthma & Allergy Foundation
  - Juvenile Diabetes Research Foundation (JDRF)
  - Epilepsy Foundation
  - Project Adam
  - Local Partners
    - Local Health Departments
    - Local Hospital Systems
    - Community Health Coalitions
    - Children's Health Access Programs (CHAP)
    - Others

## LEADERSHIP

- NASN Professional Practice Documents
  - Position Statements
  - Issue Briefs
  - Joint Statement
- Disaster Preparedness
  - The School Nurse's Role in the School Disaster Planning
  - Guidelines for Emergency Planning for School Nurses – Maryland

- Emergency Plan for Children with Special Needs
- US Department of Education (DOE) Disaster Planning
- Federal Emergency Management Agency (FEMA) All Hazards Sample Plan
- National Incident Management System (NIMS)
  - NIMS FAQ
  - NIMS Implementation Checklist
  
- National Resources
  - Centers for Disease (CDC)
  - NASN School Emergency Triage Training (SETT)
  
- MI Ready Schools Emergency Planning toolkit
  - What's My School's Disaster Plan?
  - Know the Code
  - Lockdown/Evacuation/Secure Mode/Shelter in Place

### **Emergency Planning**

- Train School Staff
  - Level 1 General Staff Awareness
  - Level 2 Daily Care and Identification of Medical Emergency
  - Level 3 Medical Emergency Response Training (MERT) and Other Illness /Management Annual Training
  - Refresher Training
  - Drills
  
- CPR/AED and First Aide Training
  - MDE Approved Training
  
- MI Heart Safe Schools
  - FAQ
  
- AAP Medical Emergencies Occurring at School
  
- Emergency Action Plans
  - Resource Templates
    - Asthma
    - Anaphylaxis
    - Cardiac
    - Diabetes
    - Seizures

## **Climate and Culture**

### School Environment and Safety

- US DOE School Climate Emergencies
- Safe and supportive Learning MDE
- Restorative Practices
- Discipline
  - Seclusion and Restraint
  - Crisis Prevention Institute
- Bullying
  - MASN The Prevention and Managing of Bullying in School
  - NASN Bullying Position Statement
  - Stopbullying.gov
  - Okay 2 Say
  - MDE Model Anti-Bullying Policy
- Human Trafficking
  - Health Professional Red Flags

## **CARE COORDINATION**

- School Nurse Practice Throughout the Year
- Back to School Checklist for School Nurses
- Back to School Family Checklists
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    - Connecting with School Staff – Who You Should Know
    - Scheduling and Prep for Students
- Documentation
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    - Supplies Replenished
    - Classroom First Aid Kits

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      - Level 2 (Emergency Care)
      - Level 3 (Daily Management)
    - Parents
    - Student
- Health Education Michigan Model for Health
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  - Parent
  - Student
- Direct Nursing Care Plan
- Components of Care Coordination
  - Delegation
- Medication Administration
  - Michigan Medication in School Law – The Revised School Code
  - Medications in School and the MDE Model Policy
  - MASN Administration of Medication in Schools: Model School Nurse Guideline
  - MASN Administration Training Kit
  - Standing Orders and Stock Medications in the School Setting
  - Medication Administration Log

### **Identification / Management of Health Care Concerns/Care Coordination**

- Safe and Legal in a Nutshell
- Allergies and Anaphylaxis
- CDC Voluntary Guidelines for Managing Food Allergies in School and Early Care and Education Programs
- Management of Anaphylaxis in Schools
- Keeping Students Safe and Included Training-Food & Allergy Research Education (FARE)

- Food Allergy Management and Prevention Plan Checklist
- Food Allergy Guidelines for Michigan Schools
- Addendum to the 2002 Model Policy and Guidelines for Administering Medications to Pupils at School: Guidelines for Responding to an Anaphylaxis Emergency at School
- Anaphylaxis Action Plan
- FAQ: Epinephrine Auto-Injector Public Act 186 & 187
- MASN Anaphylaxis and Administration of Stock Epinephrine Toolkit
- Epinephrine Auto-Injector Disposal Guide
- Asthma
  - Expert Panel Report (EPR)-3 Summary Report
  - School Based Asthma Management Program (SAMPRO)
  - Managing Asthma Guide for Schools
  - NASN Asthma School Nurse Checklist
  - Asthma Action Plan
    - Is the Asthma Action Plan Working?
  - Model Policy on the Management of Asthma in Schools
  - School Nurse Guideline Management of the Student with Asthma in Schools
  - Michigan Inhaler/ Epinephrine Auto-injector Law
  - School Asthma Education Packet - [getastmahelp.org](http://getastmahelp.org)
  - Asthma Resources
    - Asthma Management Tracking
- Cardiac Conditions
  - Sudden Cardiac Arrest in Schools: Planning and Management for School Nurses
  - MI Heart Safe Schools
  - Sample Supraventricular Tachycardia (SVT) Plan
- Diabetes
  - Juvenile Diabetes Research Foundation School Advisory Toolkit for Families
  - Helping the Student with Diabetes Succeed: A Guide for School Personnel
  - American Diabetes Association – Safe at School Training School Personnel
  - Effective Diabetes Management in the School Setting
  - Diabetes Care Tasks at School: What Key Personnel Need to Know
  - State Board of Education Approved Model Policy on the Management of Diabetes in the School Setting



- Resources
  - Teacher Tip Sheet
  - Hypoglycemia Emergency Care Plan
  - Hyperglycemia Emergency Care Plan
  - School Nurse Summary Checklist
  
- Obesity
  - MASN Preventing and Managing Childhood Obesity
  - MDE Promoting Healthy Weight in Michigan Schools
  - MDHHS Childhood Obesity Program
  - CDC Addressing Weight Status Measurements in Schools
  
- Oral Health
  - MDHHS Seal! Michigan Program
  - Oral Health Connections
  - Bright Futures
  - Promoting Oral Health in Schools: A Resource Guide
  - Promoting Oral Health Parent Guidance
  
- Reproductive Health
  - Supporting Pregnant and Parenting Teens in Michigan Schools
  - Sex Education
  - Sex Education Advisory Board FAQ
  - Sexually Transmitted Diseases
  
- Seizure Disorders
  - Managing Students with Seizures: School Nurse Training Program
  - Seizure First Aid
  - Seizure Action Plans
  - Managing Children with Epilepsy A School Guide
  - MASN Administration Midazolam in the School Setting
  
- Special Needs
  - Transportation
  - Oxygen Safety in the School Setting
  - School Nurse's Role in Managing Autism Spectrum Disorder in the School Setting
  - Individualized Education Plan (IEP) and 504 Plan
  - Individual with Disabilities Education Act (IDEA) and Section 504 Teams The School Nurse as an Essential Team Member – NASN

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- Trauma, Toxic Stress and the Social Determinants of Health
  - Adverse Childhood Experiences Study (ACE's)
  - MI ACE Initiative
  - Social Determinants of Health
  - Healthy People 2030
  
- Health Care Plans
  - Individualized Health Care Plans (IHP): The Role of the School Nurse
  - Individualized Health Care Plans for the School Nurse
  - Resource Templates
    - Emergency Care Plans (ECP)
    - Emergency Action Plans (EAP)
    - Medical Management Plans (MMP)
  
- Mental Health
  - MASN Nurse's Role in the Mental Health of Students
  - NASN Nurse's Role in Behavioral Health of Students
  - MDE Integrating Mental Health in Schools Toolkit
  - Michigan State Board of Education Policy on Integrating Mental Health in Schools

## QUALITY IMPROVEMENT

- Documentation /Data Collection
  - How and When do I Document?
  - School Nurse Documentation and Student Health Records MASN
  - School Health Documentation NASN
    - Emergency Health Records
    - MASN The School Nurse's Role in School Record Retention
    - Acronyms/Abbreviations – Health and Education
  
- HIPPA/FERPA Guidance
  
- Communicating with Parent at the Beginning of the School Year
  - NASN Family Checklist
  
- Sample Forms
  - Michigan Health Appraisal Form
  - School Nurse Visit Form – Individual Documentation
  - Daily School Log
  - Health Alert

- Release of/Request Information
- Referral Follow Up/Tracking
- End of Year Report
- Performance Evaluation
- Program Evaluation
- Data Collection

## COMMUNITY/PUBLIC HEALTH

### **Communicable Disease/ Infection Control**

- Communicable Disease School Rules
- Managing Communicable Diseases in Schools
  - Control and Monitoring of Communicable Diseases
  - Communicable Disease Log (Weekly Reporting)
  - Reportable Diseases
  - Exclusion Guidelines/Genesee County Health Department (GCHD) Communicable Disease Reference Chart
  - When to Stay Home and Return to School
- MASN Management of Infectious Diseases in Schools
  - School Nurse's Role in Surveillance
  - Fact Sheets (MDHHS/CDC/GCHD)
  - Head Lice Manual
  - NASN Lice Lessons
  - Bed Manual
- Immunizations, Hearing and Vision
  - Michigan Care Improvement Registry (MCIR)
  - The Role of the School Nurse and Immunizations
  - School Age Packet
  - Child Care Packet
  - Michigan Immunization and Vision Law
  - Sight for Students
  - Hearing and Vision Follow Up

- Sun Safety
  
- Injury Prevention and Care
  - Emergency Guidelines for Schools
  - Accident Report
  
- Concussion
  - MASN Guidelines for the Prevention of Concussion in Schools
  - Michigan Sports Concussion Law and Resources
  - Parent Acknowledgement Form
  - Return to Activity

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