



MILES AHEAD

CHARTER SCHOOL

Health Policies

Last Reviewed:

Adopted by Board of Directors:

Automated External Defibrillator Policy

Purpose: The purpose of this document is to provide guidance in the management and administration of Miles Ahead Charter School (“MACS”)’s AED program.

Definition:

Automated External Defibrillator (AED) - means a defibrillator which:

1. Is capable of cardiac rhythm analysis;
2. Will charge and be capable of being activated to deliver a countershock after electrically detecting the presence of certain cardiac dysrhythmias; and
3. Is capable of continuously recording cardiac dysrhythmia at the scene with a mechanism for transfer and storage or for printing for review subsequent to use.

Policy Statement: MACS shall maintain at least one functional Automated External Defibrillator (AED) on site at the MACS for use during emergencies. The AED shall be easily accessible during the MACS day and during any MACS related function including: athletic practices, athletic competitions, and other occasions where students and others will be present.

MACS shall:

- Ensure that the notification of local Emergency Medical Services (All Local Emergency Responder Departments and Emergency Communication Centers) of the existence, location, and type of AED will be done prior to it being placed into use.
- Ensure that the AED is always readily accessible.
- Require that the MACS’s Health Program Coordinator be responsible for the implementation and oversight of the program, as well as serve as the primary contact for the designated healthcare provider charged with ensuring compliance for the AED program.
- Provide designated personnel for use of the AED in the case of an emergency related to cardiac dysrhythmia. A list of these personnel will be maintained in the MACS administrative offices.
- Ensure that the same personnel maintain current AED and CPR training by the American Red Cross (or other nationally recognized equivalent).
- Require that any person who renders emergency care by using the AED immediately activate local Emergency Medical Services by calling 911 so that the student can be transported to the emergency room for follow up care.
- Require that any person who renders emergency care by using the AED notify the program coordinator (who shall notify the designated licensed healthcare provider) and complete the required documentation regarding the incident.
- Ensure that the AED will be maintained and tested according to the manufacturer’s operational guidelines, and that a log representing such will be completed and maintained in the MACS administrative offices.
- Have a designated licensed healthcare provider who has the ongoing responsibility to ensure compliance for the AED program.

Any rescuer, purchaser, property owner, physician, or trainer shall be immune from civil liability for any act or omission to act related to the provision of an AED, as described in Code Sections 31-11-53.1 and 31-11-53.2, except that such immunity shall not apply to an act of willful or wanton misconduct and shall not apply to a person acting within the scope of a licensed profession if such person acts with gross negligence.

Diabetes Medical Management Plans Policy

Definitions:

“Diabetes medical management plan” means a document developed by the student’s licensed healthcare practitioner that sets out the health services, including the student’s target range for blood glucose levels, needed by the student at MACS and is signed by the student’s parent or guardian.

“Diabetes” means a chronic disease in which blood glucose (sugar) levels are above normal.

“Healthcare professional” means a doctor of medicine or osteopathy licensed by the Georgia Composite Medical Board pursuant to Article 2, Chapter 34, Title 43 of the Official Code of Georgia Annotated or a legally authorized designee acting pursuant to job description or nurse protocol agreement approved by the Georgia Composite Medical Board.

“Trained diabetes personnel” means a MACS employee who volunteers to be trained in accordance with this rule; such employee shall not be required to be a healthcare professional.

Purpose:

To enable MACS to ensure a safe learning environment for students with diabetes.

MACS shall provide the following for all students enrolled who have diabetes:

1. Shall have a written diabetes medical management plan completed and signed by the student’s licensed healthcare professional and provided and signed by the parent or guardian of a student with diabetes who seeks diabetes care while at MACS. The diabetes medical management plan must contain all items covered in the plan, including how, when, and under what circumstances the student should receive blood glucose monitoring and injections of insulin as well as steps to take in case of an emergency. The diabetes medical management plan will also include written permission by the parent or guardian to allow monitoring of the student’s blood glucose and to administer insulin by injection or by the delivery system used by the student. This must be completed and submitted to the MACS at least annually.
2. Shall adhere to the diabetes medical management plan for the student as provided by the parent or guardian.
3. Shall not administer any treatment to a student with diabetes that is not outlined in his/her diabetes medical management plan.
4. Allow a student with diabetes to perform blood glucose checks, administer insulin through the insulin delivery system the student uses, treat hypoglycemia and hyperglycemia, and otherwise attend to the monitoring and treatment of his/her diabetes in the classroom, in any area of the MACS or its grounds, and at any MACS related activity if requested by the parent or guardian in writing and if authorized in the diabetes medical management plan. Additionally, a student with diabetes must be

permitted to possess on his/her person at all times all necessary supplies and equipment to perform monitoring and treatment functions.

5. Provide two trained personnel capable of performing the functions outlined in the diabetes medical management plan, including, but not limited to:
 - (a) Responding to blood glucose levels that are outside of the student's target range;
 - (b) Administering insulin, or assisting a student in administering insulin through the insulin delivery system the student uses;
 - (c) providing oral diabetes medications;
 - (d) checking and recording blood glucose levels or assisting a student with such checking and recording; and
 - (e) following instructions regarding meals, snacks, and physical activity

This training shall be conducted by a nurse or healthcare professional with expertise in diabetes and shall take place prior to the commencement of each MACS year, or as needed when a student with diabetes enrolls at MACS, or when a student is newly diagnosed with diabetes. Documentation of this training shall record the name, title, and credentials of the nurse or healthcare professional providing the training and the names and titles of the MACS personnel receiving training. A MACS employee shall not be subject to any penalty or disciplinary action for refusing to serve as trained diabetes personnel.

6. No healthcare professional, nurse, MACS employee, or state chartered special MACS shall be liable for civil damages or subject to disciplinary action under professional licensing regulations or MACS disciplinary policies as a result of the activities authorized or required by O.C.G.A 20-02-0779 when such acts are committed as an ordinarily reasonably prudent healthcare professional, nurse, MACS employee, or state chartered special MACS would have acted under the same or similar circumstances.

Lice Control and Prevention Policy

Purpose:

The purpose of this policy is to provide guidance for the effective management of Head Lice in the MACS community.

Policy Statement:

It is the policy of MACS to ensure a safe and positive environment for the students of the MACS. When a healthy student is found with lice, every effort shall be made to protect their privacy and to avoid excluding them from MACS. Only in extreme cases will the student be excluded from MACS. This decision will be made by the principal and/or superintendent.

When a student is identified as having lice, the MACS will notify the parent or guardian of the student advising them of the condition and informing them that the student must be treated. The student will be allowed to return to MACS after being treated and an inspection conducted by trained personnel or a note from a medical professional. The MACS will provide the parents with an informational letter outlining the treatments necessary for elimination of lice and the prevention of re-infestation.

When a student is identified as having an active case of head lice, trained staff will perform a head check of any siblings and all students who have been in direct or close contact to the student to ensure that all cases are identified and subsequently treated. All parents will be notified if a case of head lice is found, although the name(s) of the affected student(s) will not be disclosed.

MACS shall identify at least two staff members who will be trained in the identification of lice infestation and the recommended treatments that eliminate lice and prevent re-infestation.

Students should not be in violation of the attendance policy due to lice.

Disclosure of a Student's HIV Status Policy

Any employee or agent acting under the scope of MACS that has knowledge that a student of MACS is infected with HIV or has AIDS shall not intentionally or knowingly disclose that information to another person or legal entity.

Immunization of Students Policy

Definitions:

“Certification of Immunization” means certification by a licensed healthcare practitioner under the laws of this state or by an appropriate official of a local board of health, on Georgia Immunization Certificate Form 3231, that a named person has been immunized in accordance with the applicable rules and regulations of the Department of Public Health.

“Waiver” means an extension from the date of first admittance or of first attendance, whichever is earlier, for up to 90 calendar days to provide valid proof of required vaccination.

Policy Statement:

MACS shall adhere to the provisions of O.G.C.A. 20-2-771 and the Department of Public Health Rules Chapter 290-5-4.02 concerning the proof of required vaccination of all students.

To that end MACS shall:

1. Obtain a current and valid Certificate of Immunization (Department of Public Health Form 3231) for all students entering the MACS.
2. Keep, maintain, and monitor for currency a valid Certificate of Immunization for all students attending the MACS.
3. Accept a Certificate of Immunization issued for a child who has not received all required immunizations if the child is in the process of completing the required immunizations with the shortest intervals recommended in the current Official Immunization Schedules and the Certificate of Immunization has a date of expiration that relates to the date the next required immunization is due or the date on which a medical exemption must be reviewed. At that time a new Certificate of Immunization must then be issued and provided to the MACS within 30 calendar days of the expiration date.
4. Provide a 30 calendar day waiver for new entrants.
5. Provide a 90 calendar day waiver to students entering from out of state, if documentation from the county health department or licensed healthcare practitioner states that an immunization sequence has been started and can be completed within the 90 day waiver period.
6. Not permit a student to attend the MACS if their parent or guardian fails to provide a valid Certificate of Immunization within the appropriate waiver period of being admitted to the MACS or who fail to provide renewed certificates within the time allotted after expiration unless the following situations exist:

- a. Medical Exemption:
If a student is found to have any physical disability or medical illness that makes immunization undesirable, a certificate to that effect issued by the local board of health or licensed healthcare practitioner may exempt the child from obtaining a Certificate of Immunization until the disability or medical illness is relieved. There must be an annual review of the medical exemption. The medical exemption may be reissued from year to year until and unless the review reveals cause to believe that immunization or a specific immunization may be accomplished without a danger to the child's health.
 - b. Religious Exemption:
If a student wishes to be exempt from immunization on religious grounds, the parent or guardian must furnish the MACS with a written statement that must:
 - i. state that their religious beliefs conflict with the immunization requirements;
 - ii. be signed and dated by the parent or guardian;
 - iii. be notarized, dated, and signed by a Notary Public such statement does not expire.
7. Make the Certificate of Immunization or evidence of appropriate exemption available during normal business hours for inspection by authorized health authority officials.
 8. Forward the certificate of immunization or evidence of appropriate exemption to any MACS the child later attends.
 9. File an annual report with the Department of Public Health stating:
 - a. The number of children attending the MACS;
 - b. The number of children who did not submit certificates of immunization within the waiver period;
 - c. The number of children who are exempted from the certificate requirement for medical or religious reasons.

If the Department of Public Health or local Board of Health determines that an epidemic or threat of an epidemic exists, the authority will notify all MACSs and facilities in the affected area and may require immunization for those who object on the grounds of religious beliefs or alternatively prohibit the attendance of unimmunized children at MACSs or facilities.

Immunizations required for all students:

Diphtheria, Pertussis, Tetanus, Hepatitis B, Polio, Measles, Mumps, Rubella, and Varicella (chicken pox).

Any responsible official permitting a student to remain in MACS in violation of this Code, and any parent or guardian who intentionally does not comply with these requirements, shall be guilty of a misdemeanor, punishable by fine of not more than \$100,000 or by imprisonment for not more than 12 months.

LEGAL REF: O.C.G.A. 20-02-0771

Infectious Disease Policy

Definitions:

"Centers for Disease Control and Prevention (CDC)" means a major operating component of the United States Department of Health and Human Services with responsibilities at the national level for monitoring health, detecting and investigating health problems.

"Family Educational Rights and Privacy Act (FERPA)" means a federal legislation applicable to all educational institutions receiving federal funds that protects the privacy of students' personally identifiable information.

"Infectious Disease" means an illness due to an infectious agent, or its toxic products, which is transmitted directly or indirectly to a person from an infected person or animal.

"Personal Protective Equipment (PPE)" means any type of face mask, glove, or clothing that acts as a barrier between infectious materials and the skin, mouth, nose, or eyes.

"Standard Precautions" means a set of precautions designed to prevent the transmission of infectious diseases that include, but are not limited to, hand washing procedures, use of protective gloves, and directives on covering the mouth and nose when coughing or sneezing.

"Tasks with Exposure Potential" means tasks associated with the evaluation and treatment of students with actual or potential infections.

Policy Statement:

The MACS Superintendent or designee will develop and implement procedures related to the impact of infectious diseases on MACS system management and operations. Such procedures will be consistent with the requirements of the Georgia Board of Education Rule 160-1-3.03 and will require the following actions:

1. Annual provision to employees of information, education, or training related to infectious diseases, including transmission, the use of personal protective equipment as appropriate to tasks with potential exposure, risk reduction, and standard precautions, based on guidelines or recommendations of the Centers for Disease Control and Prevention (CDC).
2. Making provisions for personal protective equipment (PPE) to be readily available and appropriate to task when the potential for exposure to infectious disease exists.
3. Immediate notification of the person, or if the person is a minor, to the parent or guardian, of the need to obtain an appropriate medical evaluation where there exists reasonable suspicion that an employee or student has an infectious disease.
4. Involvement of the:

- (a) School Leader
- (b) Governing Board Chair,
- (c) MACS's designated licensed healthcare provider,
- (d) State and/or local public health agency representatives, and
- (e) Any other necessary health care professionals

in operational decisions concerning an employee or student determined to have an infectious disease. The decision will be whether reasonable accommodations will allow the student to perform in the classroom or other educational setting or the employee to meet the essential functions of his or her job. If an accommodation that does not impose undue financial hardship or administrative burdens can be made, then neither student nor employee shall be denied the right to participate in MACS programs or to be employed by the MACS.

- 4. The disclosure of health-related information only as permitted by state or federal law.
 - (a) Medical information about a student will only be disclosed with consent of the parent or guardian (or student who is 18 years old) or as otherwise permitted by FERPA.
 - (b) Medical information about an employee will only be disclosed with the consent of the employee or when otherwise determined to be necessary and in accordance with state and federal law.

Self-Administration of Prescription Asthma Medication Policy

Purpose:

The purpose of this policy is to provide MACS with guidelines for the safe and appropriate use of self-administered prescription asthma medication by students, as well as to ensure compliance with O.C.G.A. 20-02-0774.

Definitions:

Asthma - A chronic lung disease with recurring symptoms, including wheezing, breathlessness, chest tightness, and coughing.

Medication – As used in this policy means a medication prescribed for the treatment of asthma prescribed by:

1. A physician licensed under Chapter 34 of Title 43; or
2. A physician assistant licensed under Chapter 34 of Title 43 who is authorized to prescribe medicine for the treatment of asthma in accordance with said chapter.
3. A certified registered nurse practitioner licensed under O.C.G.A. 43-34-25 with a nurse protocol agreement with prescriptive authority who is authorized to prescribe medicine for the treatment of asthma in accordance with said law and protocol agreement.

Policy Statement:

MACS shall allow a student, who is identified as qualified, to possess and self-administer prescription asthma medication while:

- a. on MACS operated property,
- a. in MACS,
- b. in before-MACS or after-MACS care,
- c. under the supervision of MACS personnel,
- d. at a MACS-sponsored activity,
- e. in transit to or from MACS or MACS-sponsored activity.

MACS and its employees and agents shall incur no liability other than from willful or wanton misconduct for any injury to a student caused by his or her self-administration of asthma medication.

With regard to the authorization of a student to possess and self-administer prescription asthma medication, MACS shall require the parent or legal guardian (annually or more frequently if the prescription should change) to:

1. Provide a written statement from the student's healthcare practitioner verifying:
 - a. that the student has asthma and that the healthcare practitioner prescribed the medication,
 - a. the details of the asthma medication, including, but not limited to, the
 - Name,
 - Method by which it is to be taken,
 - Amount that is to be taken, and
 - Potential serious reactions and emergency response,
 - c. that the student has been instructed in self-administration of the medication, and
- a. that the student has demonstrated the skill level necessary to use the medication device to administer the asthma medication.
0. Provide a written statement from themselves acknowledging:
 - a. consent for the student to possess and self-administer the asthma medication as ordered by the student's healthcare practitioner,
 - a. consent for the MACS to consult the physician regarding the medication, and
 - b. that the MACS and its employees and agents shall incur no liability other than from willful or wanton misconduct for any injury to a student caused by his or her self-administration of asthma medication.
0. Provide a written statement from the student acknowledging:
 - a. that he or she will use the asthma medication only as prescribed, and
 - a. that he or she may be subject to disciplinary action if the medication is used in a manner other than as prescribed, according to the disciplinary action policy, as long as the action does not limit or restrict the student's immediate access to the asthma medication.

LEGAL REF: O.C.G.A. 20-02-0774

Self-Administration of Prescription Auto-Injectable Epinephrine

Purpose:

The purpose of this policy is to provide MACS with guidelines for the safe and appropriate use of self-administered prescription auto-injectable epinephrine by students, as well as to ensure compliance with O.C.G.A. 20-02-0776.

Definitions:

Auto-injectable epinephrine - a disposable drug delivery device that is easily transportable and contains a premeasured single dose of epinephrine used to treat life-threatening allergic reactions.

Policy Statement:

MACS shall allow any student, who is identified as qualified and that fulfills this policy's required steps for authorization, to possess and self-administer prescription auto-injectable epinephrine:

- a. on MACS operated property,
- a. in MACS,
- b. in before-MACS or after-MACS care,
- c. under the supervision of MACS personnel,
- d. at a MACS-sponsored activity,
- e. in transit to or from MACS or MACS-sponsored activity.

MACS and its employees and agents shall incur no liability other than from willful or wanton misconduct for any injury to a student caused by his or her self-administration of auto-injectable epinephrine.

With regard to the authorization of a student to possess and self-administer prescription auto-injectable epinephrine, MACS shall require the parent or legal guardian (annually or more frequently should the prescription change) to:

1. Provide a written statement from the student's healthcare practitioner verifying:
 - a. the reason(s) for the auto-injectable epinephrine and that the healthcare practitioner prescribed the medication,
 - a. the details of the auto-injectable epinephrine including, but not limited to, the
 - Name,
 - Method by which it is taken,
 - Amount that is to be taken, and
 - Potential serious reactions and emergency response.
 - c. that the student has been instructed in self-administration of the auto-injectable epinephrine, and
 - a. that the student has demonstrated the skill level necessary to use the device to administer the auto-injectable epinephrine.
0. Provide a written statement from themselves acknowledging:

- a. consent for the student to possess and self-administer the auto- injectable epinephrine as ordered by the student’s healthcare practitioner,
- a. consent for the MACS to consult the physician regarding the medication, and
- b. that the MACS and its employees and agents shall incur no liability other than from willful or wanton misconduct for any injury to a student caused by his or her self-administration of auto-injectable epinephrine.
- 0. Provide a written statement from the student acknowledging:
 - a. that he or she will use the prescription auto-injectable epinephrine only as prescribed, and
 - a. that he or she may be subject to disciplinary action if the medication is used in a manner other than as prescribed according to the disciplinary action policy, as long as the action does not limit or restrict the student’s immediate access to the auto-injectable epinephrine.

LEGAL REF: O.C.G.A. 20-02-0776

Vision, Hearing, Dental, and Nutrition Screening Policy

MACS requires that the parent or guardian of all students attending MACS in Georgia for the first time, under Georgia Law 20-2-770, provide the MACS with a properly executed Certificate of Vision, Hearing, Dental, and Nutritional Screening (GA Form 3300) dated within the 12 months prior to the date of enrollment prior to attending the MACS or within three months of the student's admission.

MACS must not permit a student to attend the MACS if their parent or guardian fails to provide a valid Certificate of Vision, Hearing, Dental, and Nutritional Screening (GA Form 3300) within the appropriate time allotted unless the following situation exists:

- a. Religious Exemption - A child may be exempt from the screening or any portion thereof if the parent or guardian furnishes the MACS a notarized statement that the required screening conflicts with the religious beliefs of the parent. The MACS must keep the notarized statement on file and forward the statement to any MACS the student may later attend.

MACS must keep and maintain each student's Certificate of Vision, Hearing, Dental, and Nutrition Screening or notarized document of religious exemption.

If the student is transferring from another Georgia public MACS to MACS, the MACS from which the child is transferring must forward the Certificate of Vision, Hearing, Dental, and Nutrition Screening and any related follow-up information to MACS.

Vision, hearing, dental, and nutrition screenings may be conducted by a physician with an active Georgia license or a person working under the supervision of a physician with an active Georgia license, by a local health department, or by a MACS registered nurse.

- The vision portion of the screening may also be conducted by an optometrist with an active Georgia license or by an employee of Prevent Blindness Georgia who is trained in vision screening.
- The hearing portion of the screening may also be conducted by an audiologist or speech-language pathologist with an active Georgia license.
- The dental portion of the screening may also be conducted by a dentist or dental hygienist with an active Georgia license.
- The nutrition portion of the screening may also be conducted by a dietician with an active Georgia license.

The Georgia Department of Public Health may conduct audits to ensure that the state charter MACS requires and maintains evidence that each child received the required vision, hearing, dental, and nutrition screening.