

## CORE MONITORING CRITERIA

### EMERGENCY PREPAREDNESS

1. At least 2 staff members (in addition to school nurse, if applicable) are trained in CPR and First Aid.
2. At least 2 staff members (in addition to school nurse, if applicable) trained to use the Automatic External Defibrillator (AED), if one is present.
3. Trained staff members' certification cards are current (not expired) and copies are kept with the AED machine.
4. The 9-1-1 Information Poster is complete with **current** information and posted in the required areas.
5. The name of the on-site school health personnel (**Nurse or Health Support Technician**) will be written on the 911 posters.
6. Students' Emergency Contact Information cards are updated within the current school year and are accessible.
7. AED checks are performed biweekly & documented on *AED Readiness Inventory Log*, if AED is present.  
*Reference: Florida Statute 230.22 (1) (2) and School Board Policy 5303*

### MEDICATION ADMINISTRATION

1. At least 2 staff members are trained, by a Nurse, in Medication Administration and they receive an update **every two years**.  
*Reference: Florida Statute 1006.062 and School Board Policy 6305*  
Criteria 1-10 must be evaluated for each student receiving medications.
1. The *Authorization for Medication/Treatment* form is signed by parent / guardian and physician within the past twelve month period.
2. Medications are counted and documented on the *Student Medication Log* upon receipt.
3. **It is recommended** that the *Authorization for Medication/Treatment* form expiration date is written in the upper right hand corner in red ink.
4. Each medication is listed separately on each line on the *Student Medication Log*.
5. Medication doses are the same on the *Authorization for Medication/Treatment* form and *Student Medication Log*.
6. For each medication administered, the *Student Medication Log* indicates date and time and is initialed by person who administered the medication.
7. Medications are in their original container with the following information:
  - Student's Name
  - Prescribing Healthcare Provider's Name (if prescription medication)
  - Pharmacy Name and Phone # (if prescription medication)
  - Name of Medication
  - Directions concerning dosage and administration
  - Date of Prescription (if prescription medication)
  - Expiration date for over the counter medications
8. Missed medication doses are documented and an explanation provided on the *Student Medication Log*.
9. The *Student Medication Log* is signed (full signature) by each person that administered medications and dated weekly in the space provided at the bottom of the Log.
10. Student has a completed *Authorization for Medication/Treatment* form stating he/she has been trained by his/her healthcare provider in self-administration of prescribed medication. (**Applicable to students who self-administer**).
11. Unused Medications are disposed of, as per policy.
12. Medications are stored in a locked area, designated for Medication Storage only.
13. Medications needing refrigeration are stored in a sealed box in the refrigerator and not in the door.

### HEALTH ROOM

1. There is a designated area to be used solely as a health room.
2. The required equipment and supplies are present, intact and not expired.  
See *Complete Checklist for Basic First Aid Supplies List* (Attachment B).
3. There is an accessible telephone in the area.
4. There is running water available in the area.
5. Soap and paper towels or hot air blowers are available in the area.  
*Reference: Florida Statute 1006.062 and School Board Policy 5303*

### HEALTH SCREENINGS (Vision, Hearing, Body Mass Index (BMI), Scoliosis)

Vision – Grades K, 1, 3 and 6 and students entering Broward county schools (K-5) for the first time.

Hearing – Grades K, 1 and 6 and students entering Broward county schools (K-5) for the first time.

BMI – Grades 1, 3 and 6

Scoliosis – Grade 6

*Reference: Florida Statute 381.0056*

### UNIVERSAL PRECAUTIONS

All employees **are required** to view the *BLOODBORNE PATHOGENS: FAST FACTS FOR SCHOOLS DVD*.

*Reference: (OSHA Requirement) Code of Federal Regulations 29CFR.1910.1030*