

ADMINISTRATIVE PROCEDURES

SUBJECT: PROVISION OF HEALTH SUPPORT SERVICES IN SCHOOLS

INTRODUCTION

The Lambton Kent District School believes that the ultimate goal of health support within the school setting is to have students be as independent as possible with their own care, recognizing that in some cases coordinated supports are required.

BACKGROUND

The Lambton Kent District School Board recognizes through its policy “Performance of Medical and Physical Procedures for Students” that in order for some students to access an education there will be a need for some medical and physical procedures to be performed during school hours. Program/ Policy Memorandum 81 (Provision of Health Support Services in School Settings) outlines the shared responsibility of health support services. The Ministry of Health and Ministry of Education share in the responsibility of these school support services from Home and Community Care Support Services. Such services extend beyond educational services and are not included in the normal preventative health programs already provided by the local Health Units to school children. **Appendix 1** provides an overview of the responsibilities for each ministry in the provision of health support services.

ADMINISTRATIVE PROCEDURES

- 1) For the purpose of this procedure, essential services which may be provided for a student by the Board include the following:
 - Oral medication administration
 - Topical medication administration
 - Clean intermittent catheterization
 - Shallow surface suctioning
 - Lifting and positioning
 - Assistance with mobility
 - Feeding
 - Toileting

The administration, by injection, of life-saving medication may be required in rare circumstances. If the school is asked by a Parent/Guardian to administer a life-saving injection, the Principal shall follow the relevant Administrative Procedures.

- 2) The Ministry of Health, through the School Support Services administered by the Home and Community Care Support Services at the request of the principal, will be responsible for assessing pupil needs and for providing such direct services as:

- Injection of medication
- Catheterization (sterile intermittent)
- Manual expression of bladder
- Stoma care
- Postural drainage
- Suctioning (deep) and tube feeding
- Training and direction of school board staff as required

When able and authorized, the pupil may accept the responsibility of performing the service if required during school hours.

School-based nursing care is authorized by the child's physician with parent/guardian consent. The physician makes the referral directly to HCCSS. Principals will be notified once the referral is processed.

The principal will ensure that appropriate space is made available within the school in order that the service provider may perform the service in a professional and private manner.

- 3) It should be further noted that the designation of roles and responsibilities for health support services in school settings does not preclude, IN EMERGENCY SITUATIONS, the provision of a health service by designated school board personnel, administered in accordance the Regulated Health Professions Act and the Drugless Practitioners Act and under the policies and procedures of the Board.

Implementation Date: June 14, 2000
Revised: November, 2002
June 3, 2008
September 2017
April 17, 2023

Reference: Policy and Regulations

APPENDIX 1

**MINISTRY OF EDUCATION – POLICY/PROGRAM MEMORANDUM #81 –
MODEL FOR PROVISION OF SCHOOL HEALTH SUPPORT SERVICES**

<u>SUPPORT SERVICE</u>	<u>ADMINISTERED BY</u>	<u>PROVIDED BY</u>	<u>TRAINING AND DIRECTION</u>	<u>CONSULTATION</u>
ORAL/ANAL MEDICATION	Pupil as authorized or Parent/Guardian as authorized or Aide or other personnel	Pupil Parent/Guardian School Board	Attending Physician Attending Physician School Board/Physician	Local Board of Health Local Board of Health Local Board of Health
INJECTION OF MEDICATION	Pupil as authorized or Parent/Guardian as authorized or Health Professional	Pupil Parent/Guardian Ministry of Health	Attending Physician Attending Physician Ministry of Health	Local Board of Health Local Board of Health School Board
CATHETERIZATION - Clean Intermittent - Sterile Intermittent - Manual Expression of Bladder/Stoma	Pupil as authorized or Aide or other personnel Health Professional Health Professional	Pupil School Board Ministry of Health Ministry of Health	Parent/Guardian Ministry of Health Ministry of Health Ministry of Health	Ministry of Health Ministry of Health Ministry of Health School Board
SUCTIONING - Shallow Surface (e.g., oral or nasal suction) - Deep (e.g., throat and/or chest suction or drainage)	Aide or other personnel Health Professional	School Board Ministry of Health	Parent/Guardian or Ministry of Health Ministry of Health	Ministry of Health Ministry of Health
TUBE FEEDING	Health Professional	Ministry of Health	Ministry of Health	School Board
LIFTING AND POSITIONING - Assistance with Mobility - Feeding - Toileting	Aide or other personnel Aide or other personnel Aide or other personnel Aide or other personnel	School Board School Board School Board School Board	School Board Ministry of Health School Board Ministry of Health School Board Ministry of Health School Board Ministry of Health	Ministry of Health Ministry of Health Ministry of Health Ministry of Health
THERAPIES (a) Physio/ Occupational - Intensive Clinical - General Maintenance exercises (b) Speech - Speech Pathology (Treatment) - Speech Correction and Remediation	Qualified Therapist Aide or other personnel Speech Therapists/ Pathologists Speech Language Pathologists and Communicative Disorder Assistants	Ministry of Health School Board Ministry of Health School Board	Ministry of Health Ministry of Health Ministry of Health School Board	Ministry of Health Ministry of Health Ministry of Health Ministry of Health

APPENDIX 1 (Continued)

**MINISTRY OF EDUCATION – POLICY/PROGRAM MEMORANDUM #81 –
MODEL FOR PROVISION OF SCHOOL HEALTH SUPPORT SERVICES (Continued)**

<u>SUPPORT SERVICE</u>	<u>ADMINISTERED BY</u>	<u>PROVIDED BY</u>	<u>TRAINING AND DIRECTION</u>	<u>CONSULTATION</u>
ALL SERVICES IN CHILDREN'S RESIDENTIAL CARE/TREATMENT FACILITIES	Health Professional or Aide or other personnel	Ministry of Community and Social Services	Ministry of Community and Social Services	Ministry of Health