

## Summary of Updates/Changes for Health Services Handbook K-8

### Page 3 Emergency Medical Authorization and Contacts

- Previous version listed students K-5 to complete emergency cards while students 6-8 completed emergency information on Skyward. Compliance for Skyward completion was difficult to obtain for grades 6-8.
- Current version requires K-8 to complete the orange emergency card prior to leaving campus.

### Page 4 Food Related Activities, Snacks, and Special Occasions

- Previous version provided 2 snack lists. Having both added confusion.
- Current version provides one snack list.

### Page 5 Medication Administration

- Previous version did not include administration of cough drops. We continue to have choking hazard concerns along with continued use when symptoms have subsided.
- Current version outlines limitations to cough drop administration to support student safety and reduce unnecessary office visits after symptoms have subsided.

### Page 7 Medication Disposal

- Previous version listed Hancock county sheriff's office to destroy medications.
- Current version provides more detailed information on parent pick-up and medication disposal. We are now able to dispose of the majority of medication on campus. Medications not destroyed on campus will be taken to the local health department (i.e. inhalers) to be destroyed.

## Summary of Updates/Changes for Health Services Handbook 9-12

### Page 3 Emergency Medical Authorization and Contacts

- Previous version listed students 9-12 to complete emergency cards while students 6-8 completed emergency information on Skyward. Compliance for Skyward completion was difficult to obtain for grades 6-8.
- Current version requires 9-12 to complete the orange emergency card prior to leaving campus.

### Page 4 Food Related Activities, Snacks, and Special Occasions

- Previous version provided 2 snack lists. Having both added confusion.
- Current version provides one snack list

#### Page 5 Medication Administration

- Previous version did not include administration of cough drops.
- Current version allows students 9-12 to carry cough drops as needed.

#### Page 7 Medication Disposal

- Previous version listed Hancock county sheriff's office to destroy medications.
- Current version provides more detailed information on parent pick-up and medication disposal. We are now able to dispose of the majority of medication on campus. Medications not destroyed on campus will be taken to the local health department (i.e. inhalers) to be destroyed.