



PRSD recognizes that many students attending schools require medication or treatment for the management of medical needs and the provision of health and personal care. PRSD will attempt to provide support services for students with special health care needs who require health or personal care procedures in order to attend and benefit from an accessible educational program.

PRSD recognizes that parents/guardians have the primary responsibility for the health of their students. Schools will cooperate with parents/guardians and with appropriate professional organizations associated with maintaining individual and community health and safety.

The provision of health and personal care requires that:

- (a) students with special health care needs are accepted in the school setting;
- (b) there is a plan identifying strategies for successful integration of students with special health care needs;
- (c) school staff have knowledge about the implications of special health care requirements;
- (d) the family/student are partners in the planning and service delivery with health, educational, and community professionals;
- (e) roles, responsibilities, and criteria for service contracts are defined;
- (f) the student-specific health care plan is consistent with medical standards and procedures;
- (g) interventions are consistent with the student-specific health care plan;
- (h) a change in the health care status of the child receives immediate and appropriate response;
- (i) all staff involved with children with special health care needs have the training to carry out their responsibilities;
- (j) caregivers with student-specific training are available to carry out health care interventions when required;
- (k) the health care plan includes an emergency plan for each school;
- (l) the physical environment is appropriate for all students with physical and/or sensory disabilities, to the extent possible.

Health and Personal Care Interventions

PRSD in partnership with Southern and Southwest Interlake: Interlake-Eastern Regional Health Authorities follows the Unified Referral and Intake System (URIS) protocol as outlined by Manitoba Health (2006). Upon school registration, parent/guardian declares the health care needs of their students. The URIS protocol is followed and student referrals are forwarded to the appropriate Regional Health Authority URIS nurse, an Individual Health Care Plan (IHCP) is developed with the parent and forwarded to the school, with consent to release medical and personal health information to school personnel, as required.

All divisional personnel, including teachers, educational assistants, administrators and bus drivers, receive annual URIS large group training on routine health care procedures. The routine health care procedures include: (1) responding to acute allergic reactions (anaphylaxis); (2) asthmatic attacks; (3) seizure management; (4) low blood



sugar emergencies (diabetes); and (5) cardiac conditions. Additional medical interventions may be included, dependent upon individual student need. Other health care needs requiring emergency response planning include: bleeding disorders, steroid dependence, osteogenesis imperfecta (brittle bone disease), GT feeding and care, ostomy care, clean intermittent catheterization, pre-set oxygen and suctioning (oral/nasal).

Assessing the Level of Health Care Need

Medical information, in combination with the guidelines provided from the Unified Referral and Intake System (URIS) are used to determine the level of support required. They are classified as Group A, B or C interventions.

Group A Interventions

Group A interventions are complex medical procedures which require the clinical judgement, skill, and knowledge of a registered nurse. Children classified as having a Group A health care need have a long-term disability and require support from a medical assistive device or technology for at least part of the day. This technology replaces or augments a vital bodily function without which the child would be at risk of further disability or death. Children who require assistance to accomplish Group A health care interventions are eligible to receive URIS support. Parents/guardians are required to complete JLC-E1: URIS Group A application. The Program and Student Services Branch can be contacted for assistance in the process to enable support for a student identified with a Group A need.

Group B Interventions

Group B interventions are those which require specific training and monitoring by a registered nurse. Students classified as having a Group B health care need often have a disability or life-long medical condition requiring special health care interventions and emergency response planning.

URIS is a joint initiative of the departments of Family Services and Consumer Affairs, Health and Education. The protocol supports children attending community programs that have special health care needs and require assistance when they are apart from their parents/guardians.

Parents/guardians are required to complete URIS Group B application and the appropriate forms for the presenting health care need, when requesting support for their child at school. It is the school's responsibility to ensure a URIS Group B application is offered to the parent/guardian and once completed, submitted to the URIS Service Provider. Once the application is received by the URIS Service Provider, she/he will develop the required health care plan in partnership with the parent/guardian and contact the school to make the necessary arrangements for child-specific staff training and ongoing support.

The skills acquired by non-health-care personnel are both non-transferable and non-cumulative. Non-transferable means that non-health-care personnel cannot train another person to perform the health care procedure for another child.

Group C Interventions

Group C interventions include activities of daily living (personal care) and medication administration during school hours. Group C procedures are typically accomplished by non-health-care personnel who have experience and/or training in supporting children who need assistance with activities of daily living. The interventions in the Group C classification are not eligible for URIS funding.



Refer to Administering Medicines to Students.

Roles and Responsibilities

Roles and responsibilities must be defined in order to ensure that student special health care needs in the school setting are adequately and safely met. Successful delivery of these services requires collaboration with the students, parents/guardians, administrators, educators and support staff, as well as health and social service agencies in the community. A comprehensive approach to school health care supports is essential.

Parents/Guardians: it is the responsibility of the parents/guardians, along with the involved agency, to make the school/Division aware of the student's special needs and return all necessary documentation. For a student entering PRSD, information should be shared with PRSD personnel at the time of registration. The school should be notified immediately when the health care needs of a student change.

The Student: The student with the health care need is required to assume as much responsibility as possible in self-management.

The Principal: When a student is registered in a school with an identified health care need, it is the responsibility of the school administrator to obtain relevant medical information from the parents by ensuring the completion of all necessary forms and forwarding to the required health care support provider.

The principal shall arrange for annual URIS large group training for all school staff on routine health care procedures and for student specific plans as required.

On an annual basis, the principal shall maintain a current list of all school personnel who receive large group training and student specific training to be shared with the director of student services.

The Transportation Supervisor: shall arrange for annual URIS group training for all regular bus drivers and spares on routine health care procedures and for student specific plans as required. The transportation supervisor must ensure that bus drivers transporting students relevant to student course work i.e., Home Ec./IA are familiar with IHPs.

The Director of Student Services: Directs the development and implementation of divisional processes with the URIS Service Provider for the implementation of Individual Healthcare Plans, maintains accurate records and databases of students and trained staff. These records are forwarded to the provincial URIS committee, when requested.

The URIS Service Provider: Will provide information, consultation and support to school personnel for all students who qualify for URIS Group B support. To access this support, schools must submit a completed URIS Group B application to the URIS Service Provider.

The URIS nurse will provide general training for all divisional personnel and will provide student specific training sessions annually, or more frequently as required.

Distribution of Individual Health Plan Information

- (a) A copy of all Individual Healthcare Plans (IHP) in the Division is sent to the Director of Student Services.
- (b) A copy of IHP for students riding Division buses is shared with the Transportation Supervisor. All bus drivers must have a copy of IHP on their students.



- (c) Teachers/Supervisors/Coaches are responsible for carrying IHP and any necessary medication on any school trips
- (d) IHP and relevant medication/supplies (may include but not limited to: epi pens, puffers, fast acting sugar/glucose monitoring, and rescue medication for seizures) must be shared between schools and the bus driver as relevant to student course work i.e., Home Ec./IA. This is the responsibility of the sending school.
- (e) The original IHP is to be placed in the cumulative file.
- (f) A copy of the IHP is to be kept in the medical binder at central office for relevant school personnel to access. IHP information is to remain confidential, in adherence to PHIA, and must not be accessible by the general public i.e., not to be posted in the staff room.