



Jefferson County School District 509J

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Health Services Plan

The Health Services [OAR 581-022-2220](#) requires school districts, education service districts, and public charter schools to develop, implement, and annually update a written prevention-oriented health services plan for all students.

Last Updated: 04/25/24

Staff Member Roles

School and District Planning Team Members	Primary Contact (Name/Title)	Alternative Contact (Name/Title)
District leadership	Jay Mathisen, Superintendent 445 SE Buff Madras, OR 97741 (541) 475-6192	Shay Mikalson, Assistant Superintendent 445 SE Buff Madras, OR 97741 (541) 475-6192
Building lead/administrator	Shay Mikalson, Assistant Superintendent 445 SE Buff Madras, OR 97741 (541) 475-6192	Kevin Gehrig, Director of Student Services 445 SE Buff Madras, OR 97741 (541) 475-6192
Health representative	Kevin Gehrig, Director of Student Services 445 SE Buff Madras, OR 97741 (541) 475-6192	Christina Kelley BSN, MHL 390 SE 10th Madras, OR 97741 (541) 475-0337
Registered nurse	Christina Kelley BSN, MHL 390 SE 10th Madras, OR 97741 (541) 475-0337	Kevin Gehrig, Director of Student Services 445 SE Buff Madras, OR 97741 (541) 475-6192
*Other staff as identified by the team	Krystal Skeels, Health Aide Byron Scott, Health Aide Jessica Reece, Health Aide Jasmine Tufti, Health Aide Megan Skinner, Health Aide	Christina Kelley BSN, MHL 390 SE 10th Madras, OR 97741 (541) 475-0337

*Each district, school, or program may have additional roles and responsibilities to consider. For instance, plan roles may also include the district or school's Section 504 coordinator and leadership in Special Education, Human Resources, Emergency Management, Facilities, Transportation, Operations, and/or Business departments. ODE recommends a team planning approach. However, members of the team

may fill multiple roles to align with district, school, or program staffing. An alternative contact may be listed for each role.

Communicable Disease Prevention & Response

(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:

<p>(1)(b) Communicable disease prevention and management plan that includes school-level protocols for: Each site within 509J Jefferson County School District create a School-level Communicable Disease Management Plan (SLCDMP). Each plan is updated yearly by school staff with consultation from district RN, Christina Kelley BSN, MHL.</p>	<p>https://www.jcsd.k12.or.us/wp-content/uploads/2023/08/School-Level-Communicable-Disease-Management-Plan-Elementary-2023-2024.pdf</p> <p>https://www.jcsd.k12.or.us/wp-content/uploads/2023/08/School-Level-Communicable-Disease-Management-Plan-MS-2023-24.pdf</p> <p>https://www.jcsd.k12.or.us/wp-content/uploads/2023/08/School-Level-Communicable-Disease-Management-Plan-HS-2023-24-.pdf</p> <p>Staff are trained annually on Safe Schools which includes state requirements. Health aides have an annual back-to-school in person training and meeting to train on Medication Administration, Seizures, Asthma, Basic Wound Care, Allergies and Anaphylaxis with delegation trainings to specific health aides on Tube Feedings and Care of the Diabetic Student.</p>
<p>(1)(b)(A) Notifying the local public health authority (LPHA) if absence due to illness threshold, as established by the Oregon Health Authority (OHA) or LPHA, of students and staff is attained.</p>	<p>As outlined in Section 3 Communicable Disease Outbreak Prevention and Response of each SLCDMP staff and thresholds are identified for notification to the LPHA. https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&</p>

	<p>charset_ =windows-1252&bcd=%F7&s=jeff509&query=exclusion</p> <p>Each SLCDMP can be found at the link provided above.</p>
<p>(1)(b)(B) Exclusion of individuals consistent with OAR 333-019-0010, with a description of an isolation space that is appropriately supervised and adequately equipped and that can be used exclusively for the supervision and care of a sick child when a sick child is present in the school.</p>	<p>As outlined in Section 3 Communicable Disease Outbreak Prevention and Response of each SLCDMP, isolation spaces are identified. Supervision, equipment, and cleaning procedures are also listed in each plan.</p> <p>Additionally, the following board policies for:</p> <p>Exclusion: https://policy.osba.org/jeff509/search.aspx?si=75853865&pid=r&nsb=1&n=0&_charset_ =windows-1252&bcd=%F7&s=jeff509&query=exclusion</p> <p>Cleaning and Facilities: https://docs.google.com/document/d/1wloxAH_n7JiULvblIaQZdnLZmnDsc_28/edit</p> <p>https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=145269</p>
<p>(1)(b)(C) Implementing mitigation measures if cases warrant or if recommended by the Oregon Health Authority or LPHA.</p>	<p>As outlined in Section 3 Communicable Disease Outbreak Prevention and Response of each SLCDMP, mitigation and training procedures are outlined.</p>
<p>(1)(b)(D) Identifying, understanding, and responding to the needs of students who are more likely to have severe disease outcomes or loss of access to education due to a communicable disease, and responding to those needs.</p>	<p>As outlined in Section 2 Equity and Continuity of Education in each SLCDMP, school staff are identified and procedures are outlined to identify and respond to student needs.</p> <p>Additionally, 509J Jefferson County School District applies the Oregon Equity Lens</p> <p>https://www.jcsd.k12.or.us/equity-lens/</p> <p>to guide procedure/process development. Individual Education Plan (IEP) and 504 plan are also consulted.</p>

	ODE School Nurse Resource webpage
<p>(1)(b)(E) Responding to the mental health impacts of a communicable disease outbreak in the school.</p>	<p>As outlined in Section 2 Equity and Continuity of Education in each SLCDMP, school staff are identified and procedures are outlined to identify and respond to student mental health impacts.</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charget=_windows-1252&bcd=%F7&s=jeff509&query=Mental+Health+</p> <p>ODE Mental Health Resources webpage</p>
<p>(1)(b)(F) Ensuring continuity of education for students who may miss school due to illness.</p>	<p>As outlined in Section 2 Equity and Continuity of Education in each SLCDMP, school staff are identified and procedures are outlined to identify and respond to student mental health impacts.</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charget=_windows-1252&bcd=%F7&s=jeff509&query=Mental+Health+</p> <p>ODE Mental Health Resources webpage</p>
<p>(1)(c) A district-to-school communication plan that includes:</p>	<p>As outlined in Section 1, Table 2 Clarifying Roles and Responsibilities in each SLCDMP, school staff are identified and procedures are outlined to communicate, maintain healthy operations and respond to communicable disease.</p> <p>Additionally Communication procedures for our district can be found at:</p> <p>https://www.jcsd.k12.or.us/wp-content/uploads/2020/10/JCSDCommunicable-Disease-2.2.pdf</p>
<p>1)(c)(A) Point of contact to facilitate communication, maintain healthy operations, and respond to</p>	<p>As outlined in Section 1, Table 2 Clarifying Roles and Responsibilities in each</p>

<p>communicable disease questions from schools, state or local public health authorities, state or local regulatory agencies, students, families, and staff;</p>	<p>SLCDMP, school staff are identified and procedures are outlined to communicate, maintain healthy operation and respond to communicable disease.</p>
<p>(1)(c)(B) Protocol to provide all staff and families with contact information for the point of contact; and</p>	<p>As outlined in Section 1, Table 2 Clarifying Roles and Responsibilities in each SLCDMP, school staff are identified and procedures are outlined to communicate, maintain healthy operation and respond to communicable disease.</p>
<p>(1)(c)(C) Process to notify as soon as possible all families and other individuals if there has been a case of a restrictable disease as defined by OAR 333-019-0010 on the premises if advised by an LPHA or the OHA.</p>	<p>As outlined in Section 1, Table 2 Clarifying Roles and Responsibilities in each SLCDMP, school staff are identified and procedures are outlined to communicate, maintain healthy operation and respond to communicable disease.</p>

School Health Services

(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:

<p>(1)(a) Health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid.</p>	<p>Each site's healthcare space is identified. School staff (health aides) who supervise these spaces are required to hold a valid First Aid/CPR card. Staff supervising these spaces are trained on medication administration procedures. Each site is responsible for ordering supplies and maintaining equipment.</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=medication+administration</p> <p>Each site follows ODE medication administration guidelines and uses training materials found here webpage</p>
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(1)(e) Services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs as required by [ORS 336.201](#), [339.869](#), [OAR 581-021-0037](#), [581-015-2040](#), [581-015-2045](#), and [851-045-0040 to 0060](#); and [851-047-0010 to 0030](#).

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=child+find

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=nurse+staffing

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=IEP

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=504

[ODE School Nurse Resource webpage](#)

(1)(h) Process to assess and determine a student's health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more new medical diagnose(s) impacting a student's access to education, and implement the student's individual health plan prior to attending as per [336.201](#).

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=district+enrollment

<https://www.jcsd.k12.or.us/health-services/>

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=district+enrollment+health

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=504

https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=district+enrollment+health

	https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=district+enrollment+health
<p>(1)(j) Policy and procedures for medications, as per ORS 339.866 to 339.874 and OAR 581-021-0037.</p>	<p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=life+threatening+allergies</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=medications+ ODE medication administration webpage</p>
<p>(1)(k) Guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities. The guidelines must include:</p>	<p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=medically+fragile</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=IEP</p> <p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=504+process</p> <p>ODE school nurse resources webpage</p> <p>ODE school health services webpage</p>
<p>1)(k)(A) Standards for the education and training of school personnel to manage students with life threatening allergies or adrenal insufficiency;</p>	<p>https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows</p>

	<p>-1252&bcd=%F7&s=jeff509&query=life+threatening+allergies</p> <p>https://docs.google.com/document/d/1-jjuXArzMAc_OMvV27BEQN6iSzBs-SK_/edit</p> <p>ODE medication administration webpage</p>
<p>(1)(k)(B) Procedures for responding to life-threatening medical conditions including allergic reactions or adrenal crisis;</p>	<p>https://docs.google.com/spreadsheets/d/19T28jhEUxVRIQHZ-2baF3CGMpRQDzVzLCLHOOknymC4/edit#gid=1708461909</p> <p>Student health plans are stored on shared google drive for each school and included in the IEP/504 paper file. A copy of the health plans are also kept in the Nurse Office in a locked cabinet. In addition, Powerschool has medical alerts and our daily interactions are recorded in our electronic health record, <i>Nurse's Aide</i>.</p>
<p>(1)(k)(C) A process for the development of an individualized health care plan for every medically complex, medically fragile, nursing dependent student, including students with a known life-threatening allergy and an individualized health care plan for every student for whom the school district has been given proper notice of a diagnosis of adrenal insufficiency per OAR 581-021-0037;</p>	<p>Student health plans are stored on shared google drive for each school and included in the IEP/504 paper file. A copy of the health plans are also kept in the Nurse Office in a locked cabinet. In addition, Powerschool has medical alerts and our daily interactions are recorded in our electronic health record, <i>Nurse's Aide</i>.</p>
<p>(1)(k)(D) Protocols for preventing exposures to allergens; and</p>	<p>Student health plans are stored on shared google drive for each school and included in the IEP/504 paper file. A copy of the health plans are also kept in the Nurse Office in a locked cabinet. A copy of the health plans are also kept in the Nurse Office in a locked cabinet. In addition,</p>

	Powerschool has medical alerts and our daily interactions are recorded in our electronic health record, <i>Nurse's Aide</i> .
(1)(k)(E) A process for determining if or when a student may self-carry prescription medication when the student has not been approved to self-administer medication as allowed by 581-021-0037 .	https://policy.jcsd.k12.or.us/files/policy/JHCD_AR_JHCDA_AR.pdf https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=self+carry+medications ODE medication administration webpage

District Processes, Systems & Policies

(1) School districts, education service districts, and public charter schools shall develop, implement, and annually update a written prevention-oriented health services plan for all students. The plan must describe a health services program for all students at each facility that is owned or leased where students are present for regular programming. The health services plan will be created and maintained by the administration of each district and charter school serving students. Health services plans must include:

(1)(d) Health screening information, including required immunizations and TB certificates, when required by ORS 433.260 and 431.110 and OAR 333-019-0010 .	As outlined in Section 3, table 4 SLCDMP https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=jeff509&query=communicable+disease https://www.jcsd.k12.or.us/district/departments/operations/ Communicable Disease Guidance for Schools OHA School Immunization page .
(1)(f) Integration of school health services with school health education programs and coordination with health and social service agencies, public and private.	Highlight a community health partner if applicable https://www.jcsd.k12.or.us/district/departments/student-support-services/ JCSD has working relationships with BestCare, Jefferson County Public Health, Mosaic Medical

	and Indian Health Services/ Warm Springs Wellness Center.
(1)(g) Hearing screening; and vision and dental screening as required by ORS 336.211 and 336.213 .	https://www.jcsd.k12.or.us/health-services/ Indian Health Services Provides Dental screenings at Warm Springs K-8 Academy. The Lion’s Club completes all vision screenings for JCSD 509J. Advantage Dental completes all Dental Screenings for JCSD 509J. OAR 581-021-0017 (Dental Screening) OAR 581-021-0031 (Vision Screening) ODE school health screenings webpage
(1)(h)(i) Compliance with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids per OAR 437-002-0360 .	https://docs.google.com/document/d/1-juXArzMAc_OMvV27BEQN6iSzBs-SK_/edit https://policy.osba.org/jeff509/search.asp?si=75853865&pid=r&nsb=1&n=0& charset =windows-1252&bcd=%F7&s=jeff509&query=blood+ Occupational Safety and Health Administration (OSHA) Bloodborne Pathogens Standards

Additional OAR Requirements

Sections 2-5 are not required components of the Prevention-Oriented Health Services Plan. These components may require districts to think through their established programs, policies, and protocols to meet the rule requirements.

2) School districts, education service districts, and charter schools shall ensure that nurses who provide health services to students are licensed to practice nursing by the Oregon State Board of Nursing (OSBN)	<i>Document here if your district employs nurses or contracts with medical providers</i> <i>Our District employs a Registered Nurse</i> <i>Christina Kelley BSN, MHL</i>
(2)(a) School districts, education service districts, and charter schools may employ Licensed Practical Nurses (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 to 0060	<i>Document supervision requirements if your district employ LPN</i> https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=216344
(2)(b) Job descriptions and nursing delegation	

<p>considerations shall reflect assignments complying with the Oregon State Board of Nursing Scope of Practice Administrative Rules for all levels of licensed providers, including standards for the evaluation and assessment of students, provision of services, medication administration, supervision of unlicensed staff and documentation of services provided per Division 47.</p>	<p><i>Document job descriptions, assignments, etc. if your district employs nurses</i></p> <p>https://sp.509j.net/hr/job-descriptions/</p>
<p>(2)(c) School districts, education service districts, and charter schools that employ Registered Nurses who are not certified by the Teacher Standards and Practices Commission as school nurses, shall not designate such personnel as "school nurse" by job title.</p>	<p><input checked="" type="checkbox"/> By checking this box, <u>JCSD 509J</u> district verifies that only TSPC certified Registered Nurses have a job title of "school nurse".</p>
<p>(3) Each school shall have, at a minimum, at least one staff member with a current first aid/CPR/AED card for every 60 students enrolled, as set by ORS 339.345, and 342.664 and who are trained annually in the district and building emergency plans. Emergency planning will include the presence of at least one staff member with a current first aid/CPR/AED card for every 60 students for school-sponsored activities where students are present.</p>	<p>https://docs.google.com/spreadsheets/d/19T28jhEUxVRIQHZ-2baF3CGMpRQDzVzLCLHOOknymC4/edit#gid=1708461909</p>
<p>(4) Schools that contract or pay for health services must ensure services are comprehensive, medically accurate, and inclusive as defined by OAR 581-022-2050.</p>	<p><input checked="" type="checkbox"/> By checking this box, 509J Jefferson County School District verifies that health service contracts are comprehensive, medically accurate, and inclusive to all students.</p>
<p>(5) Each school building must have a written plan for response to medical emergencies; such plan should be articulated with general emergency plans for buildings and districts as required by OAR 581-022-2225.</p>	<p><input checked="" type="checkbox"/> By checking this box, 509J Jefferson County School District verifies that building and district emergency plans consider the potential medical needs of individual students (e.g., availability of medication, required license medical staff, etc.)</p>