

MENOMINEE INDIAN SCHOOL DISTRICT

453.1

EMERGENCY NURSING SERVICES

The Menominee Indian School District shall provide emergency nursing services for students in grades 4K-12 within the District. The emergency nursing services shall be provided in accordance with state law and rules and established procedures.

1. Professional nurse(s) registered in Wisconsin shall develop emergency nursing policies in collaboration with other District personnel and representatives from other community health agencies.
2. Policies for emergency nursing services shall include protocols for nurses, coaches, or designees who deal with the student accidental injury, illness and administration of medication at all school sponsored activities including but not limited to curricular, co-curricular and extra-curricular activities. Each incident shall be recorded and kept on file.
 - a. A nursing log shall be maintained to reflect what emergency nursing services were provided for a student and who administered the services. The log shall also reflect whether or not the parent(s)/guardian(s) were contacted in any manner. The nursing log shall remain in the health office of each school and shall remain confidential, in accordance with Board policy and procedures.
 - b. The nursing staff shall maintain pertinent information and data for each service it provides on forms developed for reporting purposes. Reports shall be submitted in a timely manner to superiors. A yearly report shall be submitted to the Board of Education.
3. Arrangements shall be made with a licensed Tribal physician to service as medical advisor for the emergency nursing services. An agreement shall be drawn up and renewed each year contingent upon Board and Tribal approval. The medical advisor shall assist District nurses as needed regarding any health issues and review medical orders annually. Meetings shall be held as the need arises throughout each school year.

POLICY #453.1

PAGE 2

4. The emergency nursing services shall be available during the regular school day or upon request during scheduled school activities of students.
5. A student emergency information form shall be used in all District schools and completed annually. The forms shall be readily accessible.
6. A review and evaluation shall be made of the emergency nursing services program on an annual basis. The review shall be performed by the medical advisory committee with final approval by the Board. Verification of approval shall remain on file.

LEGAL REF.: Section 121.02(1)(g) Wisconsin Statutes
PI 8.01(2)(g), Wisconsin Administrative Code

CROSS REF.: 453.1-Exhibit(1), Student Emergency Information
Form
453.1-Exhibit(2), Nursing Log
453.1-Exhibit(3), Nursing Contact Report
453.1-Exhibit(4), Annual Review Verification

APPROVED: September 1982

REVISED: October 1994
March 1996
July 1996
May 2000
January 7, 2004
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