
Medical/Health Supports Policy

Date Approved: December 2010

Review Date: December 2013

Purpose:

The purpose of this policy is to:

- demonstrate the Hamilton-Wentworth District School Board's commitment to ensuring the provision of plans, programs, and/or services that will enable students with health/medical needs to attend and participate in school;
- share the responsibility for providing such plans, programs, and/or services with families and community agencies/partners; and
- ensure that key principles of independence, dignity, integration and equality of opportunity are reflected and valued in our learning and working environment.

Guiding Principles:

1. All health support services must be administered in a manner that respects, to the degree possible in the circumstances, the student's right to privacy, dignity, and cultural sensitivity.
2. All procedures related to medical/health supports for individual students will include consultation processes with families and, where required, appropriate service providers.
3. Students with special medical/health needs will be maintained in the school in which they are registered whenever possible; however, when this is not possible, students will be supported in appropriate facilities within the system to address their individual needs.
4. Procedures related to medical/health needs of individual students will address physician or health professional prescribed plans of care and relevant legislation and policies.
5. Medical/health services may be requested in accordance with the Ministry of Education Policy/Program Memorandum 81: Provision of Health Support Services in School Settings.
6. The designation of roles and responsibilities for medical/health support services in school settings does not preclude, in emergency situations, the provision of assistance by school board personnel.
7. Staff who provide health supports to students shall have full coverage under the Board's liability policies.
8. Services and supports as described in the directives contained within this policy shall be rendered by authorized personnel only (i.e., Board staff who have received pertinent information and training). Students and volunteers are not considered authorized personnel.

Intended Outcome:

The Hamilton-Wentworth District School Board, in conjunction with the appropriate health care provider, will share the responsibility for providing school health support services to ensure that all school-aged children can attend and participate in school regardless of their special health support needs.

Responsibility: Superintendent with responsibility for Special Education

Definitions/Acronyms:

CCAC	: Community Care Access Centre
IEP	: Individual Education Plan
OT	: Occupational Therapist
PT	: Physiotherapist
PPM	: Ministry of Education’s Policy/Program Memorandum
EA	: Educational Assistant

Action Required:

- Ensure that a set of directives in the following areas, that outline specific medical/health procedures to be followed, are developed and regularly reviewed and updated:
 - Administration of Oral Prescription Medication;
 - Diabetes Management and Education;
 - Blood Borne Pathogens;
 - Anaphylaxis;
 - Pediculosis;
 - Use of Service Dogs in Schools;
 - Catheterization and Suctioning, Lifting, Positioning, and Physical Management;
 - Use of Automated External Defibrillators (AEDs).
- Ensure that additional directives as may be required to address other specific medical/health conditions are developed, and then regularly reviewed and updated.

Progress Indicator:

The Hamilton-Wentworth District School Board will work with Community Care Access Centre and other authorized service providers to facilitate supports such that students with medical/health needs are able to attend and participate in school.

References:

Legislation: Education Act
Ontario Human Rights Code
Accessibility for Ontarians with Disabilities Act
Freedom of Information Act
Occupational Health and Safety Act
Policy/Program Memorandum 81: Provision of Health Support Services in a School Setting
Memorandum dated August 14, 1989, Catheterization and Suctioning
Sabrina’s Law

Pillar Policies: Diversity and Equity
Safe Schools

Policy: Transportation
Occupational Health and Safety
Accessibility Standards for Customer Service (and related Policy Directives)

Plan: HWDSB Accessibility Plan



Medical / Health Support Policy

Policy Directive: Blood Borne Pathogens

Date Approved:

Review Date:

BACKGROUND INFORMATION

Applicable Reference from the Policy

Hamilton-Wentworth District School Board is committed to ensuring the provision of plans, programs, and/or services that will enable students with health or medical needs to attend and participate in school.

All health support services must be administered in a manner that respects, to the degree possible in the circumstances, the student's right to privacy, dignity, and cultural sensitivity.

General Guidelines

The Hamilton-Wentworth District School Board recognizes its responsibility to minimize potential exposure of individuals to blood borne pathogens, while also respecting each individual's right to privacy regarding his/her medical condition.

Recognizing that our working relationships with students, staff and the public could lead to exposure to various disease causing organisms, including bacteria, viruses, parasites and fungi, Health and Safety procedures according to Health and Safety Procedures SP9 (Universal Precautions) and SP10 (Handling and Cleanup of Bodily Fluids) will be implemented.

An individual's best protection against blood borne pathogens is to assume that the entire population is infected and follow proper procedures. By treating all individuals equally, the privacy of those individuals infected will be maintained.

Definitions

Bodily Fluids : a term applied to blood, urine, vomit, sputum and drainage from any bodily orifice or wound. Feces, while not bodily fluids in themselves, are moistened by bodily fluids and are considered under this definition. Bodily fluids that carry blood borne infections/diseases such as HIV/AIDS, or Hepatitis B, C, or D include blood, semen, vaginal fluids, and breast milk.

Personal Protective Equipment

: refers to gloves, gowns, face shields, goggles, safety glasses, absorbent materials and, by extension, to appropriate cleanup equipment such as dustpans, scrappers, mops, and disposable plastic bags.

Cleanup Procedures

: include those actions by which staff remove and disinfect (where required) materials from soiled areas.

Universal Precautions

: refer to those precautions used with blood and certain bodily fluids. Blood borne infections require the use of Universal Precautions.

First Aid Procedures

: refer to any procedures involving the treatment of an injured person in an emergency, before full medical care can be obtained.

1.0 RESPONSIBILITY

- 1.1 Training and education programs for staff will be developed by the Health and Safety Department through the Central Joint Health and Safety Committee.
- 1.2 Additional training/direction/consultation may be obtained from a medical/health care provider, as appropriate for a specific individual.
- 1.3 Principals/Supervisors are responsible for the review of appropriate procedures with staff on a regular basis. Principals/Supervisors shall ensure staff receive training as required.

2.0 PROCEDURE

- 2.1 Each classroom is to be provided with vinyl/nitrile gloves from the school's first aid supplies and replenished as necessary. To ensure the integrity of the gloves, keep them stored in a plastic container or bag clearly marked "GLOVES".
- 2.2 Care must be taken to minimize contact with bodily fluids. Gloves are to be worn every time an employee attends to the first aid or personal care needs of another individual when bodily fluids are involved. Personal care needs include such activities as clean intermittent catheterization, shallow suctioning, and assistance with dressing, feeding, toileting, and diapering.
- 2.3 All refuse from the cleaning up of bodily fluids or from attending to an injured/ill individual, including used gloves and supplies, is to be placed in a separate plastic bag and disposed in a specified garbage can in the first aid room or other designated area, not the classroom garbage can.
- 2.4 Excess bodily fluids should be absorbed with Bio Sorb, and disposed of in the specified first aid garbage can.
- 2.5 The area must be disinfected with Percept (follow dilution instructions).
- 2.6 All garbage bins in the first aid or other designated area are to be labelled as to their specific use (ex., FIRST AID) and lined with a plastic bag. If used, the bag must be changed on a daily basis. Refuse from the cleaning of bodily fluids should be moved to the main waste container as soon as possible.
- 2.7 The contents of the bag are not to be handled, and the bag is to be tied and disposed of as per above. Vinyl/nitrile gloves must be worn by caretaking staff when emptying and/or cleaning out the first aid and other designated garbage cans.
- 2.8 Individuals handling bodily fluids must wash their hands with soap and water once they have removed their gloves.
- 2.9 Soiled clothes must be changed and washed as soon as possible to avoid prolonged skin contact. Changed clothes must be bagged.
- 2.10 Any concerns involving possible exposure/contact to/with bodily fluids shall be reported immediately to the supervisor.
- 2.11 Mouth to mouth resuscitation will be left to the discretion of the person administering first aid.
- 2.12 Staff on duty outside the regular classroom should carry a pair of gloves with them in case of an emergency.