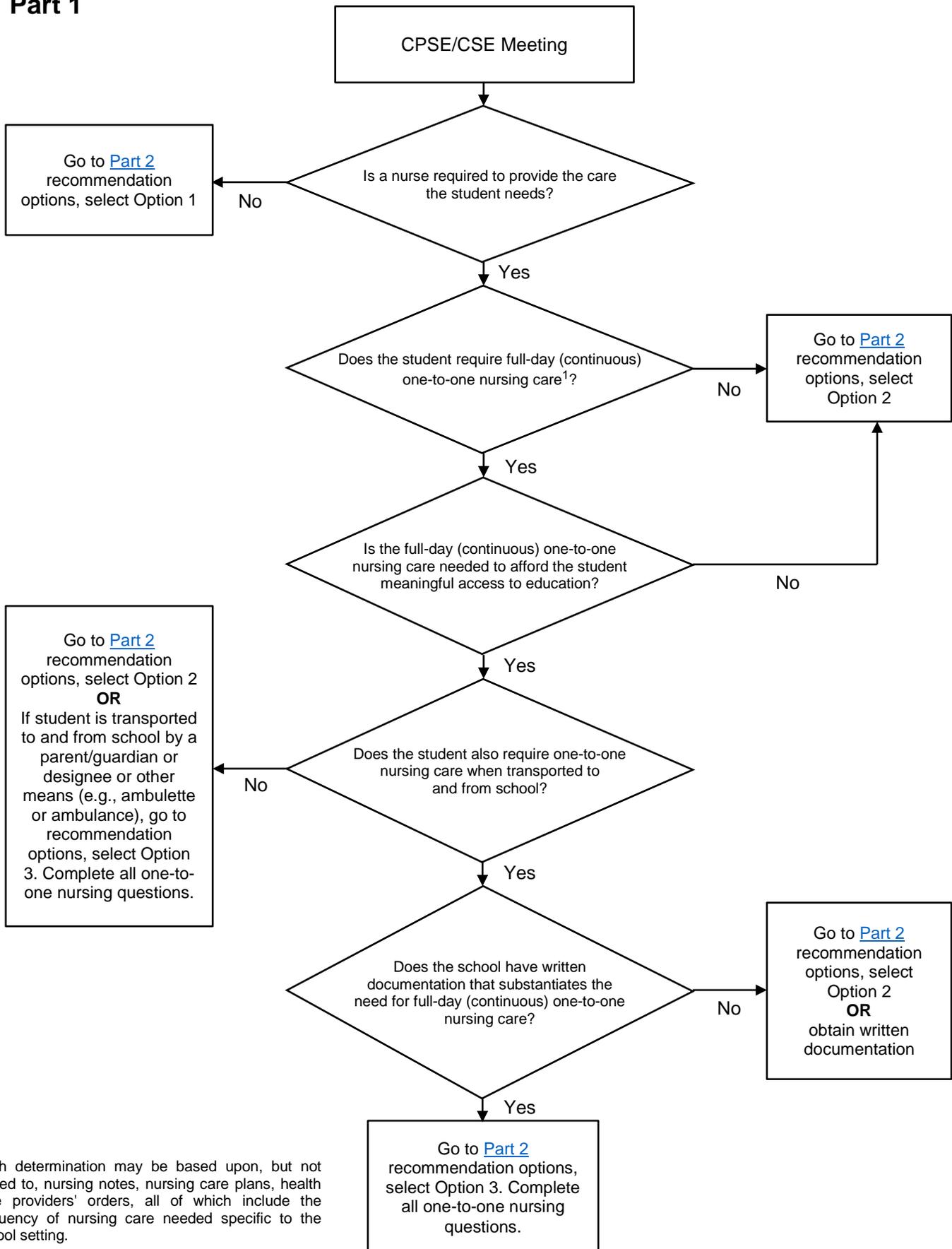


Committee on Preschool Special Education (CPSE)/Committee on Special Education (CSE) School Nursing Decision-making Tool

Part 1



¹ Such determination may be based upon, but not limited to, nursing notes, nursing care plans, health care providers' orders, all of which include the frequency of nursing care needed specific to the school setting.

Part 2

Student: _____ Date: _____

Persons Involved in Decision-making: _____

Recommendation Options:

Check one recommendation that is the most appropriate option in meeting the nursing needs of this student:

- 1. The care needs of this student can be met by a trained one-to-one aide, in consultation with the school nurse (RN) as needed.
- 2. Intermittent (periodic) nursing services will meet the needs of this student.
- 3. A *full-day (continuous) one-to-one* nurse will meet the needs of this student and should be recommended, including for transportation to and from school if necessary. Complete the questions below and on the following page.

Full-day (Continuous) One-to-one Nursing Care Funding and Staffing Considerations

Questions	Yes	No	Comments/Evidence
1 After the school district's medical director and/or school nurse review written documentation, can the school's existing nursing staff fulfill the full-day (continuous) one-to-one nursing care for the student? If yes, skip question 2.	<input type="checkbox"/>	<input type="checkbox"/>	
2 If existing nursing staff cannot be utilized, has the school considered all options for securing full-day (continuous) one-to-one nursing services, such as hiring additional nursing staff, contracting from an authorized third party, or contracting with a self-employed nurse? (see School Responsibility in Hiring Self-Employed Nurses (www.p12.nysed.gov/sss/schoolhealth/schoolhealthservices/selfemployednurses.pdf)).	<input type="checkbox"/>	<input type="checkbox"/>	
3 If seeking Medicaid funding to fund the full-day (continuous) one-to-one nursing care in the school, has the school obtained prior approval from the Department of Health's Office of Health Insurance Programs for one-to-one nursing hours for the school setting? If no, see New York State Medicaid Program Private Duty Nursing Manual Prior Approval Guidelines (https://www.emedny.org/ProviderManuals/Nursing Services/PDFS/Private_Duty_Nursing_PA_Guidelines .pdf).	<input type="checkbox"/>	<input type="checkbox"/>	

For recommendation Option 3 (*full-day (continuous) one-to-one nurse*), the school must complete the following:

- Develop a written plan for how the student's full-day (continuous) one-to-one nursing care will be provided, including substitutes to cover provider absences.
- Provide any necessary professional development to school-employed RNs to ensure they have the necessary knowledge to assess that the nursing care provided by the assigned nurse is properly performed, including access to a student's IEP and being informed of his or her responsibilities for IEP implementation for the student.
- Develop a written supervision plan for how the building school nurse or medical director will supervise the nursing care provided to the student by the assigned nurse including, but not limited to, observation of the delivery of nursing care, review of nursing documentation, and review of healthcare provider's orders. This should also include monitoring progress of the nursing care plan and any goals for reducing the support provided to the student and his or her dependence on the nurse over time (e.g., shared nurse, episodic nursing services).
- Maintain documentation of healthcare provider's orders, nursing notes, and student's individual health plan in the student's cumulative health record.