



# New Hampshire School Health Manual

Published April 2020

April 27, 2020

Dear School Nursing Colleague,

The following School Health Manual was created by Nancy Wells and Martha Judson on behalf of the New Hampshire School Nurses' Association (NHSNA) in order to provide resources on the most important issues and topics for school nurse practice. The NHSNA Board of Directors has always been there, and will continue to be there, for school nurses, partners and our communities. We want to thank all the NHSNA members for supporting their professional organization. NHSNA is the voice of New Hampshire School Nursing and the manual continues that commitment to excellence.

This manual will be reviewed each year by the NHSNA between May and July. Changes to the manual must meet the following criteria: be research-based information, new material will be added when there is a change in state or national laws/regulation. Suggestions for the addition of topics, or to let us know if there is a problem with a link, should be sent to [nhschoolnurses@gmail.com](mailto:nhschoolnurses@gmail.com).

This manual reflects many hours of research, discussion, editing and organization from multiple resources. School nurse practice requires the intersection of our organization (NHSNA) with our many partners, including the NH Board of Nursing, NH Department of Education NH Department of Health and Human Services, National Association of School Nurses, American School Health Association, National Education Association, University of New Hampshire Department of Nursing, NAMI, New Hampshire Asthma Collaborative, and the many school nurses and state legislators who provided information and insight. We thank them all.

We encourage all the NH School Nurses to support their professional organization and become a member of NHSNA. The cost is currently less than 13 cents/day to increase school nursing professionalism. The amount of resources, discounts, and support is priceless. Please consider joining NHSNA at [nhsna@wildapricot.org](mailto:nhsna@wildapricot.org).

Sincerely,

NHSNA Board of Directors

The production of this resource was funded by the NHSNA

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## **Introduction**

The ***New Hampshire School Health Manual*** was developed by the *New Hampshire School Nurses' Association*. The information in this manual is designed to guide school nurses, school administrators and others in the development, implementation, evaluation and quality

improvement activities of school health services. School Health services must be led by a qualified registered school nurse. The manual is intended to comply with laws governing the practice of nursing, as defined by the New Hampshire's Board of Nursing, by education laws defined by the New Hampshire Department of Education and by best practice guidelines as defined by the *National Association of School Nurses*.

If you are an administrator and are using this document to understand the role of the school nurse pages 5-10 provides these resources.

## ***New Hampshire School Nurses' Association Vision and Mission Statement***

### **Mission**

As registered professional school nurses, we provide comprehensive school health services to ensure that all students achieve their full education potential.

### **Vision**

*New Hampshire School Nurses Association (NHSNA)* provides leadership and education to support New Hampshire school nurse standards of practice, care coordination, leadership, quality improvement, and community public health. New Hampshire school nurses are committed to promoting the health of students and school communities through evidence based clinical practice, health promotion, and education. NH school nurses are integral members of the school leadership and education teams, and are committed to collaborating with professional organizations and health care teams.

Through strength in membership and advocacy, *NHSNA* creates the infrastructure to promote excellence in school nurse practice across the state

The *New Hampshire School Nurses' Association* provides continuing education, advocacy, and leadership to school nurses. The organization continues to grow and represent school nurses.

The development of this manual incorporates research-based science, national standards of practice from the *American Nurses Association, NASN Scope and Standards of Practice 2017*, and the Frameworks for the 21st. Century School Nursing Practice (*NASN 2016*)

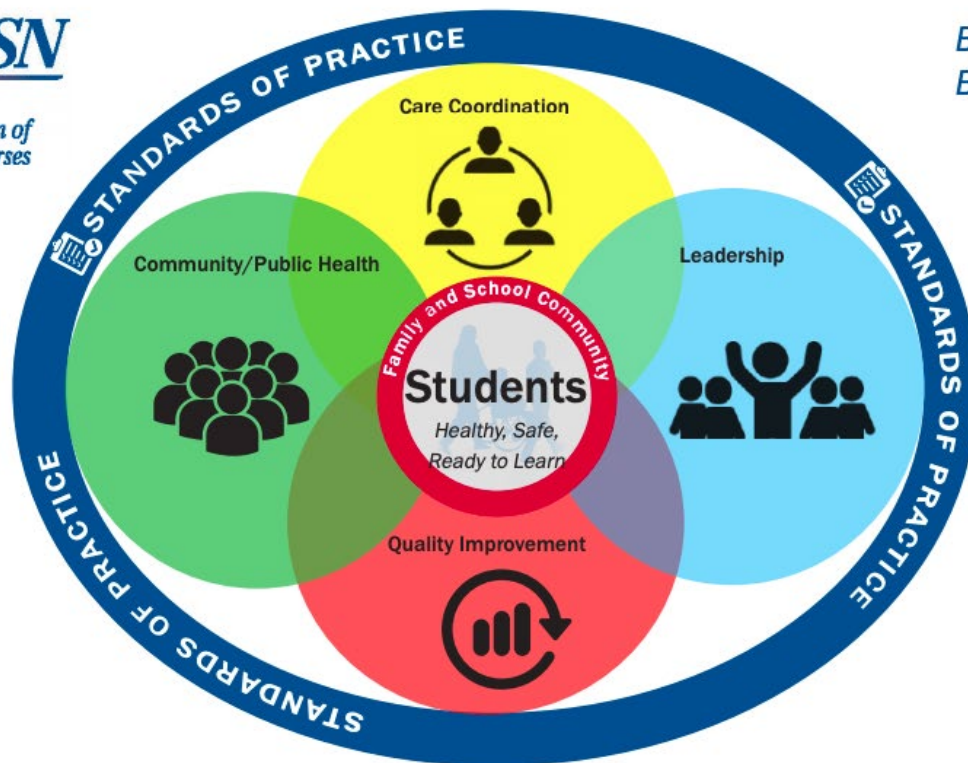
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[nhschoolnurses@gmail.com](mailto:nhschoolnurses@gmail.com)

# Framework for 21st Century Nursing Practice™

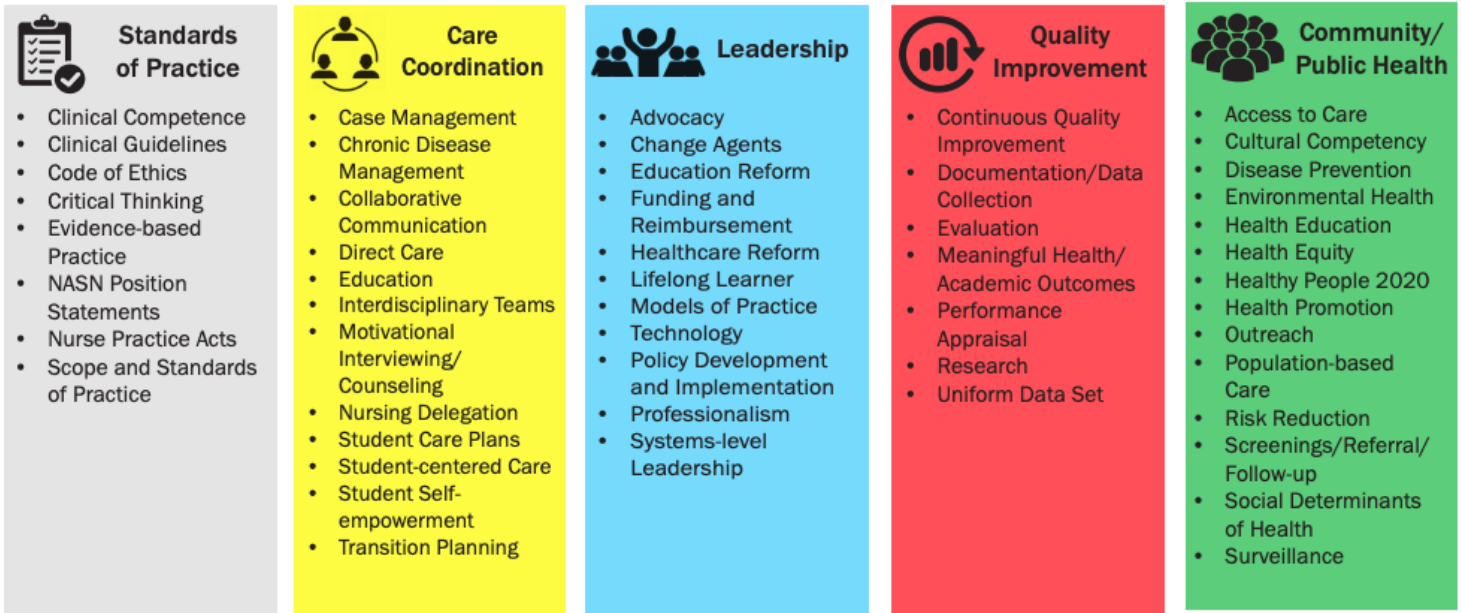


BETTER HEALTH.  
BETTER LEARNING.™



NASN's Framework for 21st Century School Nursing Practice™ (the Framework) provides structure and focus for the key principles and components of current day, evidence-based school nursing practice. It is aligned with the Whole School, Whole Community, Whole Child model that calls for a collaborative approach to learning and health (ASCD & CDC, 2014). Central to the Framework is student-centered nursing care that occurs within the context of the students' family and school community. Surrounding the students, family, and school community are the non-hierarchical, overlapping key principles of Care Coordination, Leadership, Quality Improvement, and Community/ Public Health. These principles are surrounded by the fifth principle, Standards of Practice, which is foundational for evidence-based, clinically competent, quality care.

School nurses daily use the skills outlined in the practice components of each principle to help students be healthy, safe, and ready to learn.



[NASN Framework for 21st Century School Nursing Practice](#)

## Definition of School Nursing

“School nursing, a specialized practice of public health nursing, protects and promotes student health, facilitates normal development, and advances academic success. School nurses, grounded in ethical and evidence-based practice, are the leaders that bridge health care and education, provide care coordination, advocate for quality student-centered care, and collaborate to design systems that allow individuals and communities to develop their full potentials.”(NASN 2016)

## Role of the School Nurse

School nurses play a critical role in the health and well-being of students in the school community. Children with unmet health needs have a difficult time engaging in the educational process. The school nurse supports student success by providing health care through assessment, intervention, and follow-up for all children within the school setting. The school nurse addresses the physical, mental, emotional, and social health needs of students and supports their achievement in the learning process. The school nurses not only provides for the safety and care of students and staff but also addresses the need for integrating health solutions into the education setting.(Adopted by NASN 2017)

Additional Resources relating to the role of the school nurse:

[Role of the School Nurse](#) (NHSNA Position Statement, 2014)

[The Role of the 21st Century School Nurse](#) (NASN Position Statement, 2018)



[Role of the School Nurse in Providing School Health Services](#) (*Pediatrics*, May 2008, 121 (5) 1052-1056)

[Role of the School Nurse in Providing School Health Services](#) (*American Academy of Pediatrics Council on School Health Policy Statement*, 2008)

## Code of Ethics

School nurses are bound by both the National Association of School Nurses Code of Ethics (adopted by NHSNA 5/2019) and the NH Code of Ethics and Conduct for Educational Professionals.

National Association of School Nurses Code of Ethics  
<https://www.nasn.org/nasn/nasn-resources/professional-topics/codeofethics>

[New Hampshire Code of Ethics and Conduct for Educational Professionals](#) (*NHDOE*, 2018)

## Nurse Practice Act

The Scope of Practice for nurses in New Hampshire is outlined in Title XXX, Chapter 326-B, The Nurse Practice Act. Specific attention should be paid to sections relating to RNs, LPNs and LNAs, as well as the Delegation Section listed below.

### [The Nurse Practice Act](#)

Scope of Practice -RN Section 326-B:12  
Scope of Practice - LPN Section 326-B:13  
Scope of Practice - LNA Section 326-B:14  
Delegation Section 326-B:28

## New Hampshire Nurse Licensure Compact

New Hampshire participates in the Nurse Licensure Compact along with 37 other states.  
[Nurse Licensure Compact \(NLC\)](#)

## School Health Services

Title XV of the New Hampshire Education Act provides guidance for health services provided under RN supervision under Chapter 200.

[Title XV: Chapter 200:31: School Health Personnel](#)

[Required Health Office and Definition of “well-stocked Health Office”](#) (New Hampshire Department of Education)

[2019 Back to School Toolkit](#)

## DOE School Nurse Certification

Guidance from the NHDOE regarding School Nurse Certification may be found on the NH DOE website link below

[NH DOE website](#)

[Technical Advisory](#)

## Federal Education Law

School nursing practice is covered not only by the nurse practice act but also by federal laws governing the school setting. Please refer to The Legal Frameworks for School Nurse Practice on page 24.

[ESSA](#)

[ESSA Talking Points for the School Nurse](#) (NASN)

## Special Education

All students, regardless of abilities and disabilities, have the right to a free and appropriate public education (FAPE) in the least restrictive environment.

[About IDEA](#)

[New Hampshire's Role in the Education of Children with Disabilities](#)

[IDEIA Website \(USDOE\)](#)

[IDEIA and Section 504 Teams - The School Nurse as an Essential Team Member](#) (NASN, 2018)

The school nurse role includes health history and evaluation. The following tools may be helpful in providing the required information.

[Health Evaluation Tool \(A\)](#)

[Health Evaluation Tool \(B\)](#)

## **ADA and Section 504**

[Protecting Students with Disabilities](#) (USDOE)

“No otherwise qualified individual with a disability in the United States...shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to, discrimination under any program or activity receiving Federal financial assistance...” (29 U.S.C. Sec. 7)

## **Nondiscrimination**

[Non-discrimination in Programs or Activities Receiving Federal Assistance](#) (USDOE)

[Protecting Students with Disabilities](#) (Office of Civil Rights, USDOE)

## **Section 504**

[Individual Health Care Plans versus Section 504 Plans](#)

[504 Parent and Teacher Resource Guide](#)

## **Do Not Resuscitate (DNR) Reference Sheet**

[DNR Reference Sheet \(NHDOE\)](#)

## **Confidentiality and Public School Health Records**

[FERPA and Health Records](#)

## **Abuse and Neglect**

[Reporting Abuse and Neglect](#) (NH DHHS and DPHS, 2019)

[Attorney General's Task Force on Child Abuse and Neglect - Report](#) (State of NH, 2007)

## **Advocacy**

[Advocacy Skill Building](#)

[School Nurse Advocacy in Action: The Compelling Why](#) (webinar, Florida School Nurse Association, 2018)

[Caring and advocating for school children](#) (*American Nurse*, 2008)

[Better Health-Better Learning](#)

[Role of the 21st Century School Nurse \(Presenter notes\)](#) (UNH Senior Nursing Students, 2019)

## **Asthma**

[New Hampshire Asthma Control Program](#)

[Is the Asthma Action Plan Working? A Tool for School Nurse Assessment](#)

[New Hampshire Asthma Action Plan](#)

[New Hampshire Bronchodilator Legislation](#)

[Providing Assistance to Students with Asthma](#) (Asthma PowerPoint Staff Training)

[Asthma Staff Training Pre and Post Test](#)

[School Based Asthma Management Program \(SAMPRO\)](#)

## **Behavioral & Mental Health Resources**

[Mental Health Resource Guidelines for School Nurses](#) (NHSNA and UNH Senior Nursing Students, 2019)

## **Bullying and Cyberbullying**

[Bullying and Cyberbullying -Prevention in Schools](#) (NASN)

New Hampshire statute RSA 193F [Pupil Safety and Violence Prevention](#)

[Teacher and Administrator Perceptions of Bullying in Schools](#) (International Journal of Education Policy & Leadership, 2012)

## **Cannabis**

[Cannabis/Marijuana Position Brief](#) (NASN, 2019)

[Understanding the Benefits & the Side Effects of CBD](#) (NASN, 2019)

## **Communicable Disease and Infection Control**

[Keep Flu out of School Toolkit](#)

[Handwashing Posters](#)

[Infectious Disease Reporting](#)

[New Hampshire School Absenteeism Reporting](#)

[Disease Handbook for Child Care Providers](#)

[Communicable Disease Control & Surveillance List of Reportable Diseases](#)

[Lyme and Other Tickborne Diseases](#)

[Tick Free NH](#)

[Bed Bugs](#)

[Pandemic Influenza Communication and Coordination Plan for Educational and Childcare settings](#)

[Pediculosis \(Head Lice\)](#)

[Eastern Equine Encephalitis & West Nile Virus](#)

[Tuberculosis Information](#)

## **Concussion and Head Injury**

[Returning to school after a traumatic brain injury](#) (BrainLine, 2019)

[Concussions and Mild Traumatic Brain Injury](#) (CDC, 2019)

[HEADS UP to Schools: School Nurses - Index of materials/fact sheets](#) (CDC, 2019)

[HEADS UP to High School Sports](#) (CDC, 2019)

[HEADS UP to Brain Injury Awareness](#) (CDC, 2019)

[CDC Concussion Signs and Symptoms Checklist](#) (CDC, 2019)

[Brain Injury Association of New Hampshire](#)

[American Academy of Pediatrics Updated Guidance on Sport-Related Concussions](#) (2018)

## Delegation

[Advisory regarding Delegation of Rescue Medications to Unlicensed Personnel](#) (2013)

[National Guidelines for Nursing Delegation](#) (National Council of State Boards of Nursing, 2016)

[Standards of Delegation for School Nurses In New Hampshire](#) (NHSNA, 2016)

[Position Statement on Delegation of Glucagon](#) (NHSNA, 2015)

[Position Statement on Delegation](#) (NHSNA, 2019)

[Licensed Nurses and Medical Assistants Delegation Toolkit](#) (NH MA Task Force, 2011)

[Position Statement and Clinical Practice Advisories Regarding the Role of the RN, LPN, and LNA in School Nursing](#)

[Delegation in the School Setting](#) (American Nurses Association, 2010)

## Diabetes Information for Schools

[Glucagon Administration Training for Non-Medical School Personnel](#)

(A joint project project of NHSNA, Office of Student Wellness and Senior UNH Nursing Students)

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Glucagon [Pre-Test](#) and Answer Key

[Post-Test](#) and Answer Key

[Glucagon Administration Checklist](#)

[Glucagon Training Program Evaluation](#)

[Glucagon Program Certificate of Completion](#)

[Emergency Hypoglycemia \(low blood glucose\) Care Plan-sample form](#) (NY Department of Health)

[Emergency Hyperglycemia Care Plan-sample form](#) (Mattoon CUSD#2, IL)

[Physician Orders for Students with Diabetes](#) (Rhode Island Department of Health)

[Glucagon Emergency Administration Training Presentation](#) (Rhode Island Department of Health)

[Training in Glucagon Administration for Volunteer Personnel in Schools - Skills Checklist](#) (Rhode Island Department of Health)

Glucagon injection demonstration kits are available from the pharmaceutical companies, Lilly and Norvo Nordisk. To obtain kits, contact the company

Lilly-Glucagon Training kit-1800-545-5970

Norvo Nordisk-Glucagon Training Kit 1-800-727-0650

[Education Materials](#) (Joslin Diabetes Center, Boston, MA)

## **Emergency Care Plans (ECP)**

[Food Allergy](#)

[Bee Sting Allergy](#)

[Latex](#)

[Seizure Disorder](#)

[Hyperglycemia](#)

[Diabetes/Hypoglycemia](#)

## **First Aid & Emergencies**

[Controlling External Bleeding](#) (video, American Red Cross)

[Burns](#) (video, American Red Cross)

[Shriners Hospitals for Children](#)

## **CPR/AED**

[CPR-Hands Only](#) (demos and videos, American Heart Association)

[CPR/AED for Professional Rescuers and Health Care Providers](#) (American Red Cross)

[Eye Injuries](#) (adapted from the American Academy of Pediatrics)

[First Aid Apps](#) (American Red Cross)

[Gloves and Personal Protective Equipment](#) (CDC)

[Nosebleeds](#) (video, American Red Cross)

## **Movement /Transportation**

[Techniques for Moving an Injured or Ill Person](#) (American Red Cross)

## **Pregnancy**

[Emergency Pregnancy Guidelines for School Nurses](#) (Thrive Rhode Island)

## **Seizure First Aid**

[Evidence-based Clinical Guideline: Students With Seizures and Epilepsy](#) (National Association of School Nurses, 2018)

[Seizure First Aid and Safety](#) (Epilepsy Foundation, 2019)

[Sequence for Donning and Removing Personal Protective Equipment](#) (CDC)

## **Ticks**

[Emergency Tick Guidelines for School Nurses](#) (Thrive Rhode Island, 2007)

[Tick Removal and Testing](#) (CDC, 2019)

## **Standard Precautions**

[Universal/CDC Standard Precautions Poster](#) (OUTFOX Prevention, 2012)

[Guide to Calling 9-1-1 Emergency Services](#) (The National 9-1-1- Education Coalition, 2011)

## **Food Allergy Management**

[Management of Food Allergy in the School Setting](#) (American Academy of Pediatrics Clinical Report, 2010)



[CDC: Food Allergy Publications and Resources](#) (CDC, 2019)

[Allergy and Anaphylaxis: A NASN Tool Kit](#) (NASN, 2019)

[Free EpiPens4Schools](#)

[School Boards: Keep Your Students with Food Allergies Safe at School](#) (Food Allergy Research and Education, 2014)

[Managing Life Threatening in Schools Food Allergies](#) (Massachusetts Department of Elementary & Secondary Education, 2002)

## **Health Services**

Health/Physical Exam & Health Screenings - [Office of School Health - Screening Recommendations](#)

## **Healthy School Environment**

[Why School Environment Is Important](#) (NH Department of Education)

[Creating Healthy Indoor Air Quality in Schools](#) (Environmental Protection Agency)

[Indoor Air Quality Tools for Schools Action Kit](#) (Environmental Protection Agency)

[Healthy School Environments](#) (Environmental Protection Agency)

## **Asbestos**

[Asbestos](#) (NH DHHS, Division of Public Health Services, 2013)

## **Lead**

[Lead Exposure Surveillance Report](#) (NH Department of Health and Human Services  
Division of Public Health Services, 2015)

## **Chemicals/Pesticides**

[New Hampshire Bio Monitoring Program](#)

[Pesticide information](#) (EPA)

## **Radon**

<https://www.dhhs.nh.gov/dphs/radon/publications.html>

## **Immunizations**

[New Hampshire Immunization Requirements](#)

[Immunization Transition Toolkit](#) (Requires NASN membership)

Talking Points for Parents/Guardians

[Immunization Action Coalition](#)

## **Individual Health Care Plan (IHCP)**

[Sample Individual Health Plan form](#) (PDF)

## **LBGTQ+**

[LGBTQ Resources](#) (NHSNA and UNH Senior Nursing Students, 2019)

## **Medicaid to Schools**

[Medicaid to Schools: Medical Assistance Services Provided by Education Agencies](#) (2019)

## **Medication Administration**

[Clinical Practice Advisory for School Nurses](#)

[Medication Technical Advisory](#) (New Hampshire Department of Education, 2009)

[Position Statement Regarding RN Role in Off Label Medication Use](#) (NH Board of Nursing, 2016)

[Alternative Medication Policy Resources](#) (NHSNA)

## **Use of Epinephrine**

This module has been developed as a training tool for school staff and includes essential information about anaphylaxis and the use of an Epi pen

[Epinephrine Training Certificate](#)

[Epinephrine Auto Injector Training Evaluation Form](#)

[Epinephrine Auto Injector Training](#) (Powerpoint)

[Epinephrine in Schools: For Nurses](#) (2019)

## **Naloxone**

New Hampshire Naloxone laws and resources

[NHSNA Position Statement](#)

[Anyone, Anytime DrugfreeNH](#)

[House Bill 270 - Good Samaritan Law](#)

[House Bill 271 - Friends & Family Access to Naloxone](#)

[Naloxone in Schools- Toolkit for School Nurses](#)

[Sample Naloxone policy](#) (NHSNA membership required)

[Naloxone FAQs](#) (Rhode Island Thrive)

[Opioid Use Disorder and Overdose](#) (Rhode Island Department of Health, 2020)

[Prescribe to Prevent Patient Education Videos](#) (2015)

## **Safe Routes to School**

[New Hampshire Safe Routes to School](#)

[Safe Routes to Schools: How Kids Are Getting to School Under Their Own Power!](#) (New Hampshire Municipal Association, 2017)

## **School Health Inspections**

[School Health Inspections](#) (NH Department of Public Health)

## **School Safety**

[New Hampshire School Safety Preparedness Task Force Report](#) (2018)

[Guide for Developing School Emergency Operations Plans](#) (FEMA, 2013)

[Guide for Developing School Emergency Operations Plans for Institutions of Higher Learning](#) (FEMA, 2013)

[National Education Association: School Safety](#)

## **Sun Safety**

[Free Sun Safety Resources](#)

## **Supervision and Evaluation of the School Nurse**

[Supervision and Evaluation of the School Nurse](#) (2018)

[Framework for Effective School Nursing - Sample evaluation tool](#) (Ribas Associates, 2013)

## **Therapy Dogs in Schools**

[Animals in Schools and Daycares \(CDC\)](#)

[Service Animals in Schools](#) (Position Statement, NASN, 2019)

[How Animals Help Students Learn: Research and Practice for Educators and Mental-Health Professionals](#) (book, Gee, Fine & McCardle)

[Read with me](#) (Pet Partners)

[Human-Animal Bond Research Institute](#)

[The Effects of a Dog Reading Visitation Program in Academic Engagement Behavior](#) (*Child & Youth Care Forum*, 2013)

[The value of a dog in a classroom of children with severe emotional disorders](#) (*Anthozoos*, 2006)

[National Association of State Public Health Veterinarians guidelines for handling animals in a school setting.](#)

## **Vaping**

[Vaping](#) (American Lung Association)

[The Student vaping crisis: How Schools are Fighting Back](#) (NASN)

[Vaping Health Crisis: An Opportunity for School Nurses](#) (NASN)

[Lung Injury- A Potential New Chronic Health Condition?](#) (NASNI)

## **Wearable Medical Technology**

[Wearable Medical Technology in Schools - The Role of the School Nurse](#) (2019)

## **Resources**

### **Merck Manual**

[Merck Manual for the Professional](#) (2018)

### **Physicians Desk Reference**

[PDR Online](#)

### ***National Association of School Nurses Position Statements***

[Additional Position Statements](#) can be found on the Web site of the National Association of School Nurses

### **New School Nurses**

[Activities Calendar](#)

[Goal Setting](#)

## **New Hampshire Resources**

[Dartmouth Injury Prevention Center](#)

[Family Planning Program - Maternal & Child Healthcare in NH](#)

[Granite State Fit Kids](#)

[Harvard School of Public Health Nutrition Department](#)

[Medicine Disposal Information for NH](#)

[New Hampshire Department of Education HIV/Health Education Program](#)

[New Hampshire Health Data Inventory](#)

[New Hampshire Nurses Association](#)

[New Hampshire Kids Count](#)

[New Hampshire Public Access Defibrillation Programs In Schools Memorandum](#)

[New Hampshire School Nurses' Association](#)

[Nutrition and Physical Activity](#)

[The Nutrition Source](#)

[Ready NH-Families & New Hampshire - Emergency Planning](#)

Current and practical resources for NH families for preparing for an emergency.

[USDA Local School Wellness Policy Outreach Toolkit](#)

[Wellness Policy Toolkit](#)

## **Other Organizations/Resources**

[American Public Health Association](#)

[American School Health Association](#)

[ANA Enterprise](#) ([American Nurses Association](#), [American Nurses Credentialing Center](#), and [American Nurses Foundation](#))

[Center for Health and Health Care in Schools](#)

[CDC Parents for Healthy Schools](#)

[CDC Healthy Schools](#)

[National Association of School Nurses](#)

National organization for school nurses that provides information and resources on issues related to health and school nursing.

[Policy Manual Review](#) (New Hampshire School Boards Association)

New Hampshire School Board Association web page that gives resources for developing policies and practices that enhance health in schools for a fee. Local school districts may have a copy.

[New England Asthma Regional Council](#)

Regional organization that provides information designed to reduce the impact of asthma throughout New England

## **Online Continuing Education**

The following continuing education opportunities are specifically targeted to school nurses.

[National Association of School Nurses - E-learning](#)

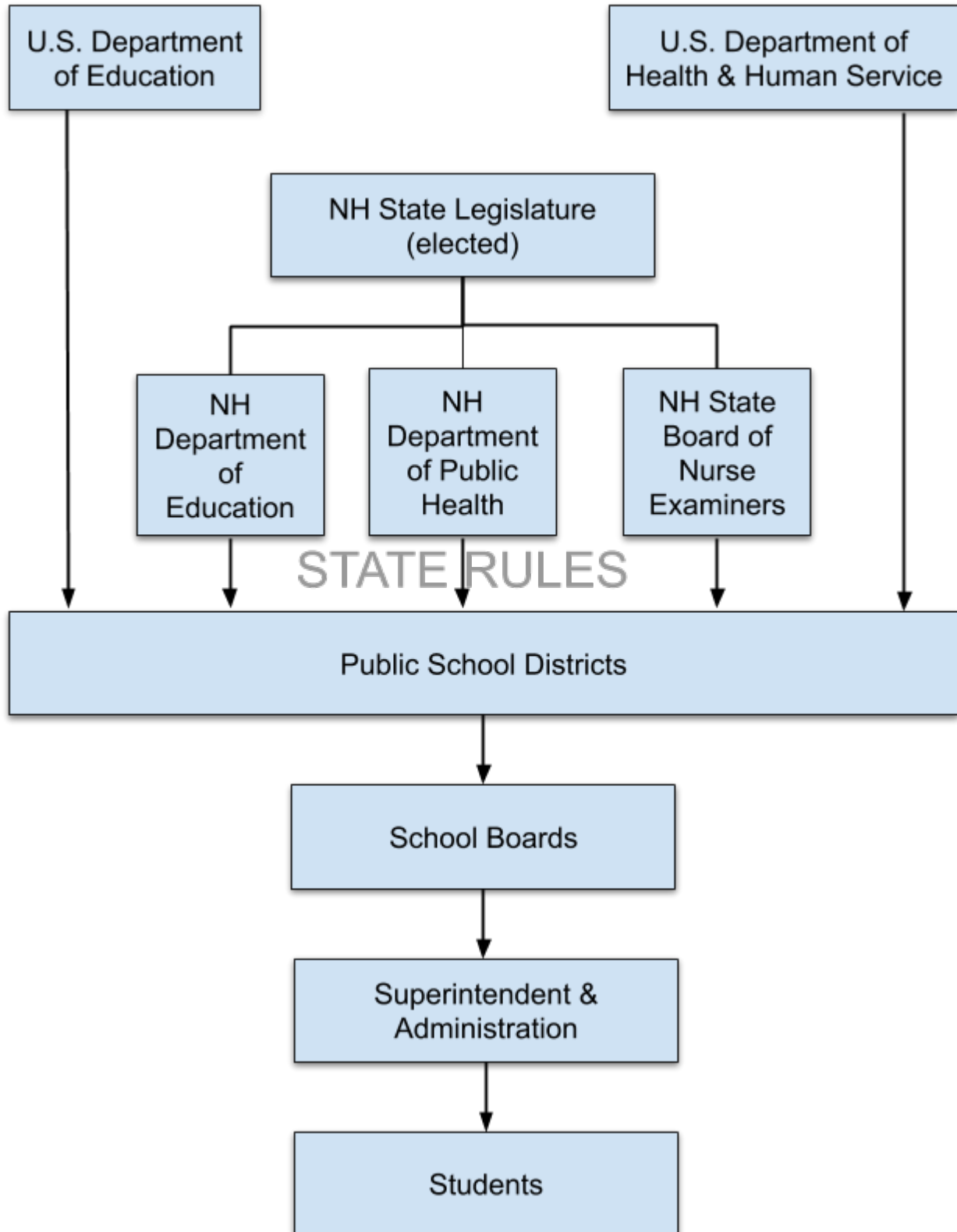
[American School Health Association - Continuing Education](#)

[Continuing Nursing Education for School Nurses and Others](#) (Northeastern University Bouve College of Health Sciences)

[School Nurse Continuing Education - Nursing Schools](#)

A list of schools that have RN to BSN programs

## Legal Frameworks for School Nurse Practice





*The New Hampshire School Nurses' Association's mission and vision is to provide leadership and education to support New Hampshire school nurse standards of practice, care coordination, leadership, quality improvement, and community public health. The information and services included in or available through the New Hampshire School Nurses' Association School Health Manual, including information provided by third parties is offered for educational purposes only, and may include inaccuracies and/or typographical errors. Advice received via the New Hampshire School Nurses' Association School Health Manual should not be relied upon for personal, professional, medical, legal or financial decisions and you should consult an appropriate professional for specific advice tailored to your situation. If you are seeking a definitive statement of the laws, regulations or policies governing school nurses, their employment, scope of practice, or contract, you should consult the appropriate governmental agency, employer, or collective bargaining unit. The New Hampshire School Nurses' Association makes no representations about the sustainability, reliability, availability, timeliness, and accuracy of the information, services, and related graphics contained in the New Hampshire School Nurses' Association School Health Manual for any purpose.*