



## HSU Course Outline

# Managing Comprehensive Health Services

HS101v.1

2 Days

## Description

This in-depth two-day course is designed to help programs support and manage health services. This course will help you address issues of health care systems, documentation and record keeping, and maintaining health resources. You will learn best practices to help you update health information, monitoring classroom for health and safety issues, find solutions to medical issues such as medication administration, short and long-term exclusion, incomplete physical examinations, EPSDT, designing policies and procedures, developing health care plans, as well as PIR and Protocol requirements.

## Prerequisites

- Knowledge of EPSDT

## Who Should Take This Course?

All Head Start staff would benefit from this course. Designed for managers and coordinators of health services, this course will also help Directors, Disabilities Services Managers, Family Service Managers and staff, and Education Services Managers.

## Objectives

- ✓ Understand the federal requirement for maintaining quality health services
- ✓ Develop procedures to best document and record medical, dental and other health information
- ✓ Support parents in obtaining follow-up services for identified health needs
- ✓ Evaluate program procedures for screening and exams and develop strategies for improvement
- ✓ Address barriers and challenges
- ✓ Identify and implement best practices for health services

## Outline

### Day 1

- Understanding the Requirements
  - Determining Health Status
  - Screening for Sensory
  - Follow-up & Treatment
  - Ongoing Care
  - Parent Involvement
  - Individualization of Program Health Services
- The First 90 Days
  - Health History
  - Finding Medical Homes
  - EPSDT
- Documentation, Record Keeping and Tacking
- Polices and Procedures
  - Screening and Examinations
  - Preventive Treatments
  - Counseling
  - Program Responsibilities

### Day 2

- Oral Health Requirement
  - PIR Dental Requirements
- Nutrition Requirement
- Mental Health Requirement
- Medical Refusal Forms
- Exclusion and Medication Administration
- Health and Safety Concerns
- Addressing Challenges
- Developing Health Plans
- Monitoring Health Services
  - Protocol Requirement
  - PIR Requirement
- Health Resources
- Health Service Advisory Committee