

SCHOOL-BASED HEALTH CENTERS

Revised 10-04

Department of Health and Human Services, Bureau of Health
Division of Community and Family Health, Teen and Adolescent Health Program, 207-287-5361

Definition	Role of the School Health Team
Coordinated School Health Programs	HIPAA and FERPA
Funding	Technical Assistance and Sustainability
Resources	SBHC by County

The mission of school-based health care is to improve the health and well being of students within the context of their families and to maximize their potential through accessible, comprehensive, coordinated and integrated preventive health education and primary care services in school.

Definition:

School-based health centers are located in the school building or on a school campus. The centers provide primary and preventive medical care and in some cases, psycho-social services to students. Centers are generally staffed by physician assistants or nurse practitioners who are able to provide diagnosis and treatment of health problems. A physician often serves as medical director to provide oversight to the center. The centers work in collaboration with the medical community and health agencies within their area. School-based Health Centers work collaboratively with the student's primary care provider.

Parents enroll their children or teens for school-based health center services. Each center determines confidentiality policies locally in consultation with the advisory committee and in compliance with the law. Parents are always informed of care except in the case of services covered under minor confidentiality laws. Students are encouraged to involve their parents with their health concerns.

School-based health centers work collaboratively with health programs within the school system as are part of the Coordinated School Health Program (CSHP). The centers often work with health educators to improve comprehensive school-health education, with sports staff to prevent injury, with food service staff to improve school nutrition, and with administration to improve environmental health. Where there are School Health Coordinators, the school-based health center staff may assist in CSHP. The centers must work closely with the school nurse. In some schools, the school nurse becomes an integral part of the center's services, and in others, takes on the responsibility of center director. The following section on Roles of the School Health Team was developed by a joint SBHC and school nurse committee to assist with clarifying the roles and collaboration among health professionals in the school.

Roles of School Health Team

School Nurse

School Nurse definition/job description is in Maine statute. The information is provided elsewhere in this School Health Manual.

- In the absence of a School-based Health Center (SBHC), the School Nurse typically coordinates all school health services and health related initiatives.
- When a school has a SBHC the School Nurse is a member of the Advisory Council.
- When a school has a Coordinated School Health Program, a School Nurse is a member of the Health Leadership Team.

School Nurse Core Functions

- Assessment and follow-up of acute and chronic health issues*
- Screening
- General medication administration
- Immunization tracking
- Communicable disease management for the school
- Health services policies
- Crisis management such as injury**
- Education of staff (e.g. train staff regarding student's health issues and educating staff on OSHA bloodborne pathogen requirements)
- Coordination and collaboration with parents, community health providers, and others, relating to the above functions.

- In many schools, this function can prevent the accomplishment of other functions, due to the volume of acute and chronic health issues that the school nurse is responding to.

**This may vary depending upon what other health professionals are at the school (i.e. Nurse Practitioner) However, the School Nurse is usually the first person called and is responsible for triage.

- School Oral Health Program, if in place, could be under the School Nurse or SBHC as agreed upon

School-Based Health Centers

School-Based Health Centers (SBHCs) provide expanded health services, similar to primary care providers. Students and their families choose to enroll. Services may include mental health services as well as primary physical health care.

Their role in the school includes the following:

- Get referrals from School Nurse – Extends on-site health service

- May participate in school health activities
- School Nurse is a member of the School-Based Health Center Advisory Council, other involvement in SBHC depends on an agreed upon model.
- Participate in the Health Leadership Team when a school has a Coordinated School Health Program
- School Oral Health Program if in place could be under the School Nurse or SBHC as agreed upon

School Health Coordinator for Coordinating School Health Programs (CSHP)

A job description for School Health Coordinators has been established by the Coordinating School Health Programs (CSHP). The School Health Coordinator's role in the school includes the following:

- Coordinate school health initiatives
- Establish / maintain leadership team to include School Nurse and/or SBHC representative
- Participate in the School-based Health Center Advisory Council when there is a School-based Health Center
- Conduct needs assessment and set needs priorities in conjunction with the Leadership Team / Advisory Council

HIPAA and FERPA for School-based Health Centers communications with Schools / School Nurse

Two federal laws govern confidentiality and release of records in schools: HIPAA (the Health Insurance Portability and Accountability Act) and FERPA (the Federal Education Responsibility and Privacy Act). Generally, FERPA standards will apply to all educational records. HIPAA is restricted to situations involving the use or disclosure of protected health information, i.e. individually identifiable health information. As much as we would like to be able to give more specific guidance in this area, there is no definitive guidance from the federal agencies that administer FERPA and HIPAA. Therefore, SBHCs are advised to consult their local legal counsel for guidance in the event questions should arise regarding which statute applies.

Establishing a School-Based Health Center

The direction taken to establish a school-based health center begins with recognition of the need for appropriate health care for students. An advisory council is formed which broadly represents the community and includes students. The council oversees the needs assessment, the community developmental work, and the establishment of the center. The council continues after the center has begun, providing direction and advice to the center staff and administration. School-based health centers must be organized with strong community support and involvement. The final approval of the center lies with the school board. The organizational structure can vary from community to community.

In planning for a center, the following must be considered carefully:

1. The structure of the Advisory Council.
2. The organizational structure.
3. The staffing and medical consultation.
4. Funding and operational budget.
5. Services to be provided and physical space.
6. Legal issues.
7. Client management information system, quality improvement, and evaluation.
8. Continued community involvement.

In 2003, the Bureau of Health and representatives and advocates for school-based health centers (SBHCs) developed standards and published them in a document entitled *The Maine School-Based Health Centers Standards*. The standards are intended to provide guidance for the SBHCs and entities working with the SBHCs and outline expectations for quality operations and provision of services. The standards do not supersede Maine Law, but provide additional guidance. The standards are available on-line at:

http://www.maineeshp.com/school_counseling/SBHC%20Standards.pdf

Funding

School-based health centers are funded in a variety of ways. The Bureau of Health provides limited grant funds in order to help defray the start up costs and a portion of operational expenses. The Teen and Young Adult Health Program administers the grants via a competitive bid process. Requests for Proposal (RFPs) are publicized on the Bureau of Health's website at: www.mainepublichealth.gov

School-based health centers are eligible to become providers for reimbursement under MaineCare. The State of Maine has also worked collaboratively with four private health insurance companies (Anthem, Cigna, Harvard Pilgrim, and Aetna) in a pilot study to investigate the cost effectiveness of reimbursement for school-based medical care through the health plans. Currently, 25 school-based health centers are collecting reimbursement revenue from private insurance plans. For more information on Maine SBHC'S Partnership with Commercial Insurers in Pilot Project go to: http://www.mainechildrensalliance.org/am/publish/article_180.shtml

Technical Assistance and Sustainability

The Bureau of Health, the State agency that administers the SBHC grants, also provided technical assistance and training to school-based health center staff. Developing work plans with measurable outcomes, creating quality management and improvement plans, conducting needs assessment, collecting data, and establishing billing procedures are just a few of the topic areas of technical assistance that the Teen and Young Adult Health Program, Bureau of Health provides.

In addition, the Teen and Young Adult Health Program commissioned the Muskie School of Public Service to conduct a sustainability study. The study identified and described the factors that sustain Maine SBHCs over time and specifically examined the level of services and resources (staffing and funding) needed to make a SBHC sustainable. *Maine School-Based*

Health Center Sustainability Study was published in August 2004. The top five sustaining factors were identified as:

1. Staff leadership and rapport
2. Positive student perceptions of the center
3. Favorable school/ community perceptions
4. Staff continuity
5. School support

As a result of the study, seventeen recommendations were made for improving the conditions and factors that would help sustain SBHCs. Both local and state action is needed to realize many of the recommendations identified in the study. The recommendations range from increasing grant funding and bolstering statewide evaluation data to involving students on SBHC advisory boards and making better use of the Internet to promote SBHCs.

Copies of the report are available by contacting:

Teen and Young Adult Health Program
Key Plaza, 1st Floor
11 State House Station
Augusta, ME 04333-0011
Phone: 207-287-3312

State and National Support

The school-based health centers in Maine have also joined together to form the Maine Assembly on School-based Health Care (MeASBHC). This is state chapter of the National Assembly on School-Based Health Care (NASBHC). The National Assembly's mission is to nurture interdisciplinary school-based health care and its goals include public policy advocacy, serving as a primary resource for professional development, knowledge exchange and services, and is widely recognized as the leading source of information on inter-disciplinary school based health care and services. For more information on NASBHC please visit their web site at: <http://www.nasbhc.org/>

The Maine Assembly on School-Based Health Care has a mission to ensure that *all* Maine students have access to health care through advocacy for the promotion, support and sustainability of school-based health centers at the local, state and national levels. The Maine Assembly's Executive Director, Craig Robinson, and its two co-chairs provide leadership to the statewide coalition of SBHC representatives and advocates.

The Maine Assembly promotes and advocates for SBHCs at the local, state and national level. Recently, the Maine Assembly was one of nine states in the nation to be recognized for its exemplary work in promoting school-based health care and has won a Kellogg Foundation grant to advance policies and practices that integrate school-based health centers into health care delivery and finance systems, and to create policies that lead to sustainable funding for SBHCs.

Resources from Department of Health and Human Services and Teen and Young Adult Health Program include:

“The Maine School-Based Health Centers Standards,” Bureau of Health, Department of Health and Human Services, April 2003 on-line at:
http://www.maineeshp.com/school_counseling/SBHC%20Standards.pdf

“Developing a School-Based Health Clinic: An Assistance Manual”

“A Profile of School-Based Health Centers in Maine” video is available on request.

“Maine School-Based Health Center Sustainability Study,” by George Shaler, Muskie School of Public Service, August 2004.

References:

The Maine Bureau of Health- www.mainepublichealth.gov

Maine Billing Pilot Project- http://www.mainechildrensalliance.org/am/publish/article_180.shtml

Maine Children’s Alliance- www.mekids.org

National Association of School-Based Health Care- www.nasbhc.org.

SCHOOL-BASED HEALTH CENTERS BY COUNTY

ANDROSCOGGIN

Schools: Auburn Middle School
Edward Little High School, Auburn
Lewiston Middle School
Lewiston High School/ LRTC

Sponsoring Agency: Community Clinical Services
95 Campus Ave. Suite 27
Lewiston, ME 04240

CUMBERLAND

Schools: Portland High School
Deering High School
King Middle School
Reiche Community School
Riverton School

West School

Sponsoring Agency: City of Portland
Department of Health & Human Services
389 Congress St., Rm. 307
Portland ME 04101

HANCOCK

School: Pemetic Elementary School

Sponsoring Agency: MDI Hospital
10 Wayman Lane
P.O. Box 8
Bar Harbor, ME 04609

KENNEBEC

School: Maranacook Community School

Sponsoring Agency: Maranacook Community School
2250 Millard Harrison Dr.
Readfield, ME 04355
School: Hodgkins Middle School

Sponsoring Agency: ME-Dartmouth Family Practice Residency Program
15 East Chestnut St.
Augusta, ME 04330

School: Erskine Academy

Sponsoring Agency: Erskine Academy
South China, ME 30910

KNOX

School: Vinalhaven School

Sponsoring Agency: Islands Community Medical Center
Vinalhaven, ME 04863

LINCOLN

Schools: Boothbay Regional Schools

Sponsoring Agency: St. Andrews Hospital and Healthcare Center
P.O. Box 417
Boothbay Harbor, ME 04538

Schools: Lincoln Academy
SAU #74 Schools

Sponsoring Agency: Miles Health Care
35 Miles Road
Damariscotta, ME 04543

OXFORD

Schools: Oxford Hills Comprehensive High School
Oxford Hills Middle School

Sponsoring Agency: Western Maine Health Care Corp.
181 Main Street
Norway, ME 04268

School: Mountain Valley High School

Sponsoring Agency: Rumford Community Hospital
430 Franklin Street
Rumford, ME 04276

PISCATAQUIS

Schools: Foxcroft Academy
Se Do Mo Cha Middle School

Sponsoring Agency: Mayo Regional Medical Center
65 West Main Street
Dover-Foxcroft, ME 04426

SAGADAHOC

School: Mt. Ararat High School

Sponsoring Agency: MSAD #75
Republic Avenue
Topsham, ME 04086

WASHINGTON

School: Calais High School

Sponsoring Agency: City of Calais, Superintendents Office
34 Blue Devil Hill- Suite #2
Calais, ME 04619

School: Lubec Consolidated School

Sponsoring Agency: Regional Medical Center at Lubec
43 South Lubec Road
Lubec, ME 04652

YORK COUNTY

School: Noble High School

Sponsoring Agency: SAD #60
P.O. Box 819
N. Berwick, ME 03906-0819

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