



# Standard Program and Service Evaluation Template

(Board of Education Approved on June 1, 2004)

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## I. Program/Service Information

**Name of Program or Services:** Health Services Program

**Personnel Responsible for Evaluation:** Sue McKee, Ph.D., RN, NCSN; James Cahalin, MD; Sue Hallemann RN; Deborah Artman RN; Martha Disbennett; Jana Wakeman; and Linda Wiedemeier RN.

**Date of Evaluation (Year/Duration):** January - June 2005

### Questions:

1. Do the current forms used in the HSP gather and distribute appropriate and usable health information in order to provide quality nursing services to students and staff?
2. Do the District's policies, procedures, and protocols reflect school nursing standards and education laws in order to provide quality nursing services?
3. Is the operational management of the health offices providing required and appropriate health services to students and staff?

**Goal/Objective of Program/Services:** To provide quality health services for the purpose of improving and/or maintaining health or wellness in order for students to receive optimal benefit from the education experience.

**Brief description of relationship between program goals, CSIP and MSIP Standards:** In accordance with MSIP item 8.11: the evaluation process reviewed board-approved policies and regulations; processes for providing First Aid and emergency care; health record maintenance; screenings and referrals; illness and injury referrals, and Individualized Healthcare Plans and Emergency Care Plans for students with chronic health conditions.

### Demographic Description of Program:

Location(s): Eight SSD building health offices and 5 partner districts (1 on 1 RNs - @ Parkway (2), Rockwood, Valley Park, Pattonville); 2 ECSE sites: Parkway ECSE, Ladue ECSE (1 on 1).

Number of staff: 23 RNs; 2 LPNs, and 3 Health Office Assistants

Participants: Parents, teacher level employees

Length of program/service: school calendar year (no ESY)



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## II. Description of Stakeholders Engagement in Program Evaluation (check stakeholders utilized):

Parent engagement activities: ✓ - survey

Community member (i.e., business): ✓ - Partner district nurses, St. Anthony's Medical Center (district medical consultant).

SSD staff: ✓ - survey

Partner district staff: ✓ - Lead Nurses – 2 partner districts

## III. Evaluation Criteria for Programs/Services Offered (check type utilized)

✓ Staff perception

✓ Assessment statistics - Monthly Reports from nurse

✓ Perception data

## IV. Data Collection Methodology (examples)

Staff/administrator survey - attached

Parent/guardian survey - attached

Document review – Monthly Reports from nurses

File review – student health file review

## V. Results

**Strengths of program/service:** Overall (ECSE, School Age, Tech) response rate for staff was 54% (n=217); overall response rate for parents/guardians was 15.5% (n = 415).

- An average of 65% of respondents perceived that the forms we use to communicate with staff and parents provide appropriate and usable information to provide quality health care services.
- Seventy percent felt that our policies and regulations allow the nurses to organize their practice within our policies, regulations, The Nursing Practice Act, school nurse standards, and education laws.
- On average, 64% thought that the Health Services Program management provided the required and appropriate health services.

### Concerns regarding program/service:

- Apparently some staff (78%) and parents (85%) are not aware that we provide limited dental screenings. The Elks Mobile Dental Care Van provides oral and dental examinations, dental cleaning, minor fillings, and dental referrals for SSD students. The Van comes to Litzsinger and Ackerman annually – all SSD students have the opportunity to visit these sites.



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- Overall, 95% of parents/guardians (ECSE – 80%; School age – 98%; Tech – 94%) and overall, 81% of staff (ECSE – 7%; School age – 77%; Tech – 99%) are not aware that the nurses occasionally make home visits. Generally, most of these visits occur at the ECSE level; so not all School age and Tech parents and staff would be aware of this.
- 92% of parents and 53% of staff surveyed do not know that the nurses provide specialized procedures, i.e., suctioning, tube feedings, catheterization, etc.,
- 79% of parents are unaware that the nurses conference with teachers to provide adjustments in planning for education.

Not everyone requires these services and, therefore, may not be aware they are available.

**Recommendations regarding program/service:** 1) Monitor (through site visits with nurses) the reliability of the health services forms used to gather information. 2) Encourage the nurses to continue to communicate with and educate parents and teachers regarding what school nurses offer in the health services program.

## VI. Action Plan for Recommendations as A Result of Program Evaluation

**Person responsible to champion action plans:** Sue McKee, Ph.D., RN, NCSN

**Timeframe for reporting updates to Board of Education:** 1) Review and revision of forms is an ongoing process, an update will be provided by January 2006. 2) Health Services Program information will be distributed to parents and staff via periodic communication vehicles (school newsletters) and increased distribution of the Health Services pamphlet (attached). The Health Services informational pamphlet will be placed in a folder in First Class for staff access and it has been suggested that it be placed on the district's website for parental access. An update will be provided by January 2006.

Sue E. McKee, Ph.D., RN, NCSN

Date: May 16, 2005

**Signature of Administrator Responsible for Charing Evaluation**