


VERSION NO. 1	MANUAL TITLE STUDENT SERVICES MANUAL	DOCUMENT NO. SSM 6.1
	DOCUMENT NAME HEALTH SCREENING PROTOCOLS DURING ENROLMENT	REVISION NO. 0
		EFFECTIVITY DATE APRIL 17, 2017
		PAGE NO. 1 of 2

1.0 OBJECTIVES

To assess the students' health condition to be a PSHS scholar.

2.0 SCOPE

This procedure applies to all Grade 7, lateral, and intercampus transferee students for enrolment.

3.0 POLICIES

3.1 Health Registration Form

3.1.1 This form covers personal information and medical history of the student. It shall be accomplished and signed by at least one parent/legal guardian upon registration at PSHS.

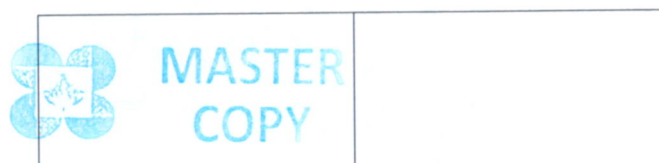
3.2 Medical Requirements Upon Enrolment


3.2.1 The student shall be required to have the following laboratory tests: Complete Blood Count with blood-typing, Urinalysis, Fecalalysis, HbsAg, HbsAb and Chest X-ray. Upon completion of the form and laboratory tests, a licensed Physician shall examine the incoming student.

3.2.2 Additional tests may be required upon the discretion of the attending Physician. Medical clearance stating that the student is medically fit to be enrolled in the campus must be provided.

3.2.3 Health screening for visual impairment, hearing impairment, scoliosis, and other physical deformities, malnutrition, mental health and screening for students with special needs or chronically ill students may be done as advised.

3.2.4 Accomplished forms and medical certificate shall be filed in the medical record of each student in Health Service Unit (HSU). The school Physician and Nurse will use the information obtained from the health history in program planning and health supervision. The medical team shall also help identify the



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		PAGE NO. 2 of 2

relationship between the health status and the student's ability to learn.

3.3 School Opening and Orientation




3.3.1 The school Physician/Nurse may be invited during the student and parents' school orientation. This is an excellent opportunity to disseminate information and explore any pertinent medical concerns. Students and parents alike will be introduced to the staff of the HSU. A brief discussion regarding the existing health guidelines and protocols may follow.

4.0 PROCEDURES

Responsibility	Activity
Nurse	<ol style="list-style-type: none"> 1. Receives health related-documents from incoming Grade 7 students and lateral entrants. 2. Collates the documents. 3. Endorses the documents to the physician.
Physician	<ol style="list-style-type: none"> 4. Reviews documents. 5. Conducts medical check up, if necessary. 6. Gives feedback to Nurse.
Nurse	<ol style="list-style-type: none"> 7. Provides necessary action.

5.0 LIST OF FORMS AND REPORTS

- 5.1 Forms
 - 5.1.1 Health History and Personal Data Sheet
- 5.2 Reports
 - 5.2.1 Reports on Student with Health Findings

PREPARED BY: 	APPROVED BY: 	 MASTER COPY	
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