

Health Enrollment Procedure

Purpose

The purpose of this explains what information to gather to complete the Health Enrollment for the child, including required documents.

Guidance

There are some documents that need to be filled out before the child can enter the program and some that are required at a later time. The Health Enrollment is a time to gather information on the health status of the child and to know if any accommodations will need to be in place for the child to be safe while in the program. This is also a time to determine if the child has access to health coverage, has a medical and dental home and is on an age appropriate schedule for well child and dental exams. Begin orienting families to Early Learning Health Services and providing resources.

Procedure

Prior to entry into the program, these are filled out for the child

- *Health and Developmental History Form* (see Procedure)
- *Certificate of Immunization Status (CIS) Form* (see Procedure)
- *Emergency Treatment and Parent/Guardian Consent* (see Form)

Begin orienting families to Head Start Health Services

Family Health Handbook – give to families and review

Within the first 90 days of entry into the program

Well Child and Dental Exams

- Ask if the Well Child Exam was done in the last 12 months and the Dental Exam within the last 6 months
- If the exams were completed within that time ask the parent if they want to get the form filled out by the doctor or if they would prefer to sign the Authorization to Release Confidential Health Information and have you to send for them
- If the child needs an exam and does not have an appointment, make a plan with the parent.

Related Documents

Certificate of Immunization Status (CIS) Form

Medical/Dental Exam Parent Letter

Well Child Exam Form

Dental Exam Form

Emergency Treatment and Parent/Guardian Consent

Health and Developmental History (0-12 months)

Health and Developmental History (1-5 years)

Resources

Apple Health (Medicaid) www.hca.wa.gov

Family Health Handbook – available from PSESD