

## ***District Guidelines:***

## **Individual Health Plans**

An *Individual Health Plan (IHP)* is written by the Licensed School Nurse (LSN) to ensure a plan of action is clear in regard to daily maintenance of a health condition and/or actions to be taken the event of an emergency. The LSN, using professional nursing/medical judgment, interprets an *IHP* and applies (or delegates its application) as circumstances warrant for the best interest of the learner.

### **Procedures for Writing an *IHP*:**

1. The school nurse is informed of a medical diagnosis that requires a plan of action in school to ensure the safety of the learner.  
*or*
2. The school nurse is requested by the parent/guardian to inform school staff of a chronic health problem that has the potential to adversely affect a learner in the classroom. The school nurse may decide to write an *IHP* if the condition is complex and needs more explanation than the health impairment list and/or a memo.
3. The initial *IHP* is written by the school nurse and approved by the parent/guardian.
4. The *IHP* is updated yearly and changes made as appropriate.
5. The *IHP* should include most of the following:
  - symptoms to look for that would precipitate an intervention,
  - medications (dose, route) to be given for maintenance and/or for an emergency,
  - emergency contacts,
  - location of medication,
  - any medically indicated school adaptations.
6. Copies of the *IHP* are given to staff as necessary to ensure the learner's safety and progress. Additional copies are kept in the health office and learner's health record.