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2390 South Milford Road
Highland, MI 48357

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Dear Parent or Guardian:

In the past, parents have documented allergies, asthma, and other health related needs on the student's Emergency Card, otherwise known as the Green Card of the attending school. Moving forward, any student who has a documented health related need requiring the school to have a Plan of Care, will need to follow the process outlined to ensure that every student is supported based on their individual needs.

The enclosed form is required of any student with a medical need such as diabetes, allergy/asthma, seizures; etc. attending any building in the Huron Valley School District. This form must be completed by the attending physician upon entry to Huron Valley School District. This form will become the Plan of Care (POC) for your child's unique needs during this school year.

The enclosed POC is specific to the particular child's needs based upon information you have shared on the Emergency Card, or with the supervising Principal at your child's school. You will need to complete the information located on the first page of the POC specific to the name of your child, the school the child will be attending and your child's teacher. The remainder of the form should be delivered to your child's attending physician for his/her review, completion and signature. Once the document has been completed by the Physician, please return the form to your child's supervising Principal.

Huron Valley Schools, Student Support Services or a nursing professional will review the completed document upon receipt from the supervising Principal. If the POC is incomplete or requires further explanation, the nursing professional will contact the physician to complete the POC and/or seek clarification. The supervising Principal will also be provided a final copy of the POC. The Health Related Services and/or nursing professional will be working with the Principal and staff at your child's school to assure optimal compliance with the POC.

If you have questions regarding the completion of the POC or the intended use of the POC, please feel free to contact Student Support Services to assist in the administration of these documents. The contact information is listed in the following:

Huron Valley Schools, Student Support Services
2380 S. Milford Road
Highland, MI 48357
248-684-8236

Respectfully submitted,
Teri Thompson, Director
Student Support Services