Catheterization

A. The State Department of Health has established the following rules:

1. The student's medical file shall contain a written request from the parent(s) or guardian for the clean, intermittent catheterization of the student.

2. The student's medical file shall contain written permission from the parent(s) or guardian for the performance of the clean, intermittent catheterization procedure by the non-licensed school employee.

3. The student's medical file shall contain a current written order for clean, intermittent catheterization from the student's physician and shall include written instruction for the procedure. The order shall be reviewed and/or revised each school year.

4. The service shall be offered to all disabled students and may be offered to the nondisabled students at the discretion of the school board.

5. A licensed registered nurse shall develop instructions specific for the needs of the student. These shall be made available to the non-licensed school employee and shall be updated each school year.

6. The supervision of the self-catheterizing student shall be based on the needs of the student and the skill of the non-licensed school employee.

7. A licensed registered nurse, designated by the school board, shall be responsible for the training of the non-licensed school employees who are assigned to perform clean, intermittent catheterization of the students.

8. The training of the non-licensed school employees shall include but not be limited to:

    a. an initial inservice training, of a length to be determined by the licensed registered nurse;

    b. an update of the instructions and a review of the procedure each school year;

    c. anatomy, physiology and pathophysiology of the urinary system including common anomalies for the age group served by the employee;

    d. techniques common to the urinary catheterization procedure;

    e. identification and care of the required equipment;

    f. common signs and symptoms of infection and recommended procedures to prevent the development of infections;

g. identification of the psychosocial needs of the parent/guardian and the students with emphasis of the needs for privacy and confidentiality;

h. documentation requirements;

i. communication skills including the requirements for reporting to the registered nurse or the physician;

j. medications commonly prescribed for the clean, intermittent catheterization of a patient and their side effects;

k. contraindications for clean, intermittent catheterization and the procedure to be followed if the non-licensed school employee is unable to catheterize the student;

l. training in catheterization specific to the student's needs;

m. developmental growth patterns of the age group served by the employee; and

n. utilization of a teaching model to demonstrate catheterization techniques with return demonstration performed by the non-licensed school employee if a model is available.

The training of the non-licensed employee shall be documented in the employee's permanent file.

B. The district will record the names of individuals receiving the catheterization training and the training dates. These records shall be kept available for audits.

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