

Health Plans

Use these instructions when working with Student Health Plans. Health plans are developed in a sequential hierarchical fashion.

Health Plan Hierarchy Structure

1. [Level 1](#) - First, create a health plan for the student.
2. [Level 2](#) - Add history items as needed within a health plan.
3. [Level 3](#) - For any health plan history item that should have a goal, add the goal to that history item.
4. [Level 4](#) - If needed, an intervention is applied to a goal.

The screenshot displays the 'Health Plans' interface for a student named 'JESSICA ALPHEA' (12 years old). The interface is organized into a hierarchy of levels, indicated by red dashed lines and labels on the left:

- Level 1:** Health Plans: 04 - Asthma
- Level 2:** History: Since age 4; needs inhaler; well controlled; triggers are pollen and dust
- Level 3:** Goals: Manage during spring and athletics
- Level 4:** Interventions

Below the 'Interventions' section, there is a 'New Intervention' button, a 'Show 10 entries' dropdown, and a table with one entry:

Intervention
Meet with student every two months to check in

To add/update each item, you must traverse through this hierarchical path. For example, to add an intervention:

1. Select the student.
2. Add/select the health plan.
3. Add/select the history item within that plan.
4. Add/select the goal associated with that history item.
5. Apply an intervention to that goal.

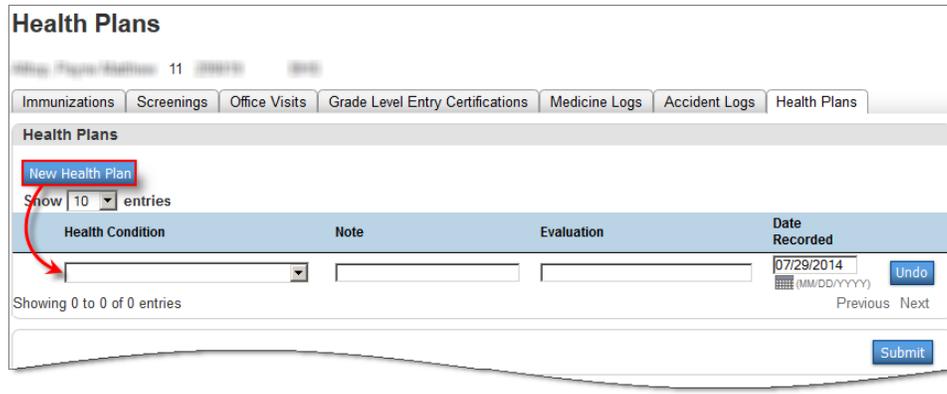
Health Plans

Creating a New Health Plan (Level 1)

To create a new health plan:

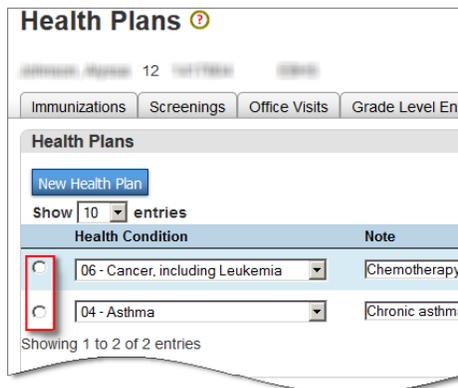
Navigation: Start Page > Select Student > **Health** > **Health Plans** tab

1. Click **New Health Plan** button. A row of blank fields is displayed.



The screenshot shows the 'Health Plans' interface. At the top, there are navigation tabs: Immunizations, Screenings, Office Visits, Grade Level Entry Certifications, Medicine Logs, Accident Logs, and Health Plans. Below the tabs, there is a 'New Health Plan' button highlighted with a red box and a red arrow. Below the button, there is a 'Show 10 entries' dropdown. The main table has columns: Health Condition, Note, Evaluation, and Date Recorded. The 'Date Recorded' column shows '07/29/2014' and an 'Undo' button. At the bottom, there is a 'Submit' button and a 'Showing 0 to 0 of 0 entries' message.

Note: If there is an existing History item(s), click the radio button next to the Health Plan to see the **History** screen.



The screenshot shows the 'Health Plans' interface with existing entries. The 'New Health Plan' button is still visible. Below it, there is a 'Show 10 entries' dropdown. The table has columns: Health Condition, Note, and Date Recorded. There are two entries: '06 - Cancer, including Leukemia' with note 'Chemotherapy' and '04 - Asthma' with note 'Chronic asthma'. Each entry has a radio button next to it, which is highlighted with a red box. At the bottom, there is a 'Showing 1 to 2 of 2 entries' message.

- a. Click the **Health conditions** drop-down and select the appropriate choice.
- b. **Notes** – add any notes regarding the condition.
- c. **Evaluation** – enter overall assessment comments after you have entered and evaluated [History Item](#), [Goals\(s\)](#), and [Intervention\(s\)](#) for this student. These sections are detailed on page 3, 4, and 5, respectively.
- d. **Date Recorded** - choose date from calendar or type in date of condition.

Note: The **Undo** button removes any newly entered but *not* saved health plans. This button is only available **before** the clicking the **Submit** button. The **Undo** button changes to a **delete** button once a row is saved.

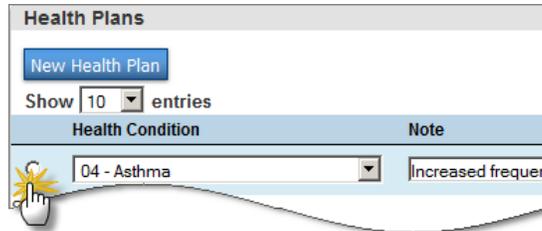
2. Click **Submit** to save the Health Plan.

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Creating a New History Item for a Student's Health Plan (Level 2)

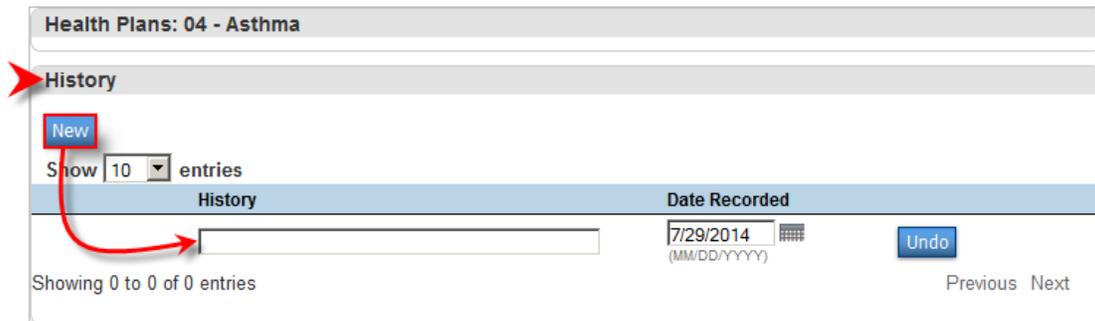
To create a new history item:

1. On the **Health Plans** tab, click the radio button next to the newly added Health Plan configured on page 2.



Note: If there is an existing History item(s), click the radio button to see the **History** screen.

2. Under the **History** section, click **New**. A row of blank fields is displayed.



- a. Enter historical information of the condition into the **History** field.
- b. Modify **Date Recorded** if needed.

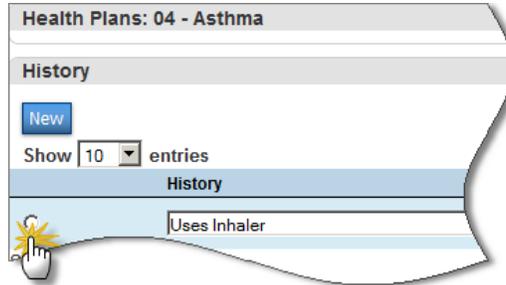
Note: The **Undo** button removes any newly entered but *not* saved health entries. This button is only available **before** the clicking the **Submit** button. The **Undo** button changes to a **delete** button once a row is saved.

3. Click **Submit**.

Creating New Goals for a Health Plan History (Level 3)

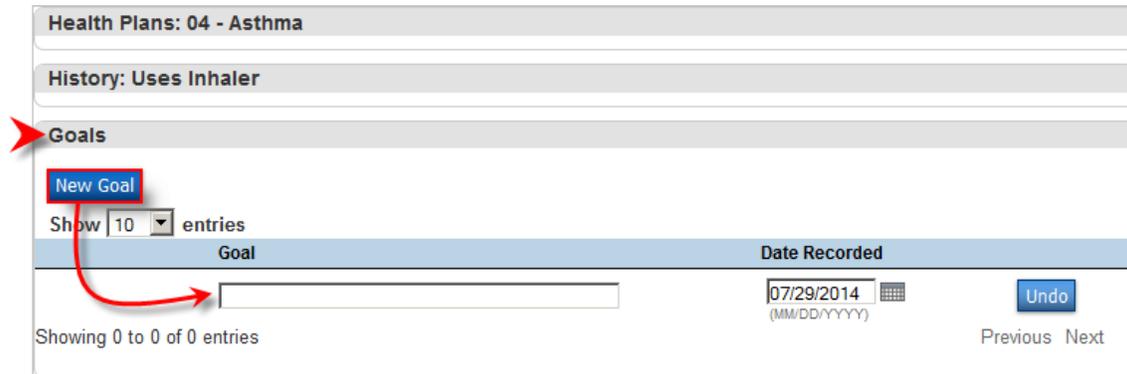
To create a new goal item:

1. On the **History** section, click the radio button next to the newly added History item configured on page 3.



Note: If there is an existing Goal, click the radio button to see the **Goals** screen.

2. Under the **Goals** section, click **New**. A row of blank fields is displayed.



- a. Enter comments about the student's health goals in the **Goal** field.
- b. Modify **Date Recorded** if needed.

Note: The **Undo** button removes any newly entered but *not* saved health entries. This button is only available **before** the clicking the **Submit** button. The **Undo** button changes to a **delete** button once a row is saved.

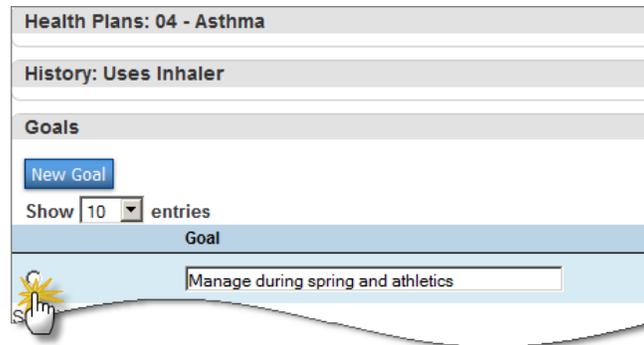
3. Click **Submit**.

Health Plans

Creating New Interventions for a Student's Health Plan Goals (Level 4)

To create a new intervention item:

1. On the **Goals** section, click the radio button next to the newly added goal configured on page 4.



Health Plans: 04 - Asthma

History: Uses Inhaler

Goals

New Goal

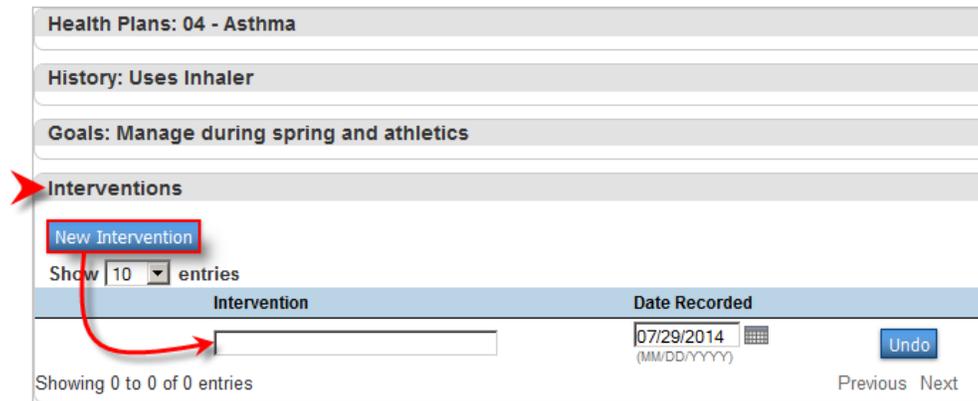
Show 10 entries

Goal

Manage during spring and athletics

Note: If there is an existing Intervention, click the radio button to see the Intervention screen.

2. Under the **Interventions** section, click **New Intervention**. A row of blank fields is displayed.



Health Plans: 04 - Asthma

History: Uses Inhaler

Goals: Manage during spring and athletics

Interventions

New Intervention

Show 10 entries

Intervention	Date Recorded
	07/29/2014 (MM/DD/YYYY)

Showing 0 to 0 of 0 entries

Undo

Previous Next

- a. Enter comments about the student's intervention in the **Intervention** field.
- b. Modify **Date Recorded** if needed.

Note: The **Undo** button removes any newly entered but *not* saved health entries. This button is only available **before** the clicking the **Submit** button. The **Undo** button changes to a **delete** button once a row is saved.

3. Click **Submit**.

Note: After the Health Plan, History Item(s), Goal(s), and Interventions (s) are entered for the student, you may want update the [Evaluation](#) field (located under [New Health Plan](#) section on page 2) with your overall assessment.

Editing an existing Health Plan

To edit an existing Health Plan and/or a portion of the associated health items:

Navigation: Start Page > Select Student > **Health** > **Health Plans** tab

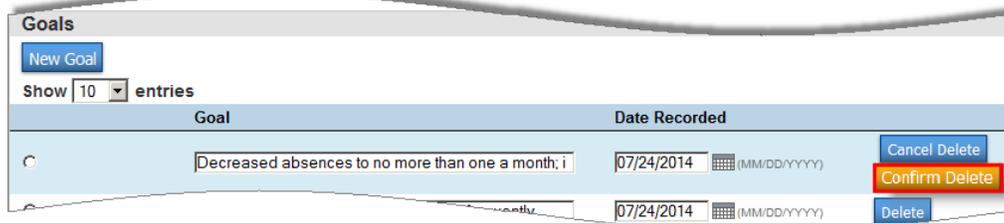
1. The first screen you see will be the **New Health Plan** screen showing any health conditions. To **edit**, make changes in the entry fields and click **submit**.
2. To make changes in other screens click on the radio button to get to the next phase of the health plans. This is the order in which the screens are displayed and fields to edit:
 - a. **Health Plan** (Field Name: **Health Condition**)
 - b. **History** (Field Name: **History**)
 - c. **Goals** (Field Name: **New Goals**)
 - d. **New Intervention** (Field Name: **Intervention**)

Deleting a New Health Plan

To delete an existing Health Plan and/or a portion of the associated health items:

Navigation: Start Page > Select Student > **Health** > **Health Plans** tab

1. The first screen you see will be the **New Health Plan** screen showing any health conditions.
 - a. Click the **Delete** button.
 - b. Click **Confirm Delete**.



2. To navigate to the other screens click on the radio button to get to the next phase of the health plans. This is the order in which the screens are displayed and fields to edit:
 - a. **Health Plan** (Field Name: **Health Condition**)
 - b. **History** (Field Name: **History**)
 - c. **Goals** (Field Name: **New Goals**)
 - d. **New Intervention** (Field Name: **Intervention**)

Health Plan Reports

Health Plan report is located under:

Navigation: Start Page > System Reports > NCDPI Reports tab > Health section > Health Plans

Health Plans Report Preferences

Option	Value
Students to scan:	<input checked="" type="radio"/> All students <input type="radio"/> The selected 28 students only

Submit

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Health Plan Report

Name	Health Condition	Note	Evaluation	Date	History	Date	Goal	Date	Intervention	Date
[Redacted]	04 - Asthma	Chronic asthma; diagnosed at four	severe	07-24-14	increased frequency of attacks during spring	07-24-14				
					Since age 4; needs inhaler; well controlled; triggers are pollen and dust	07-24-14	Decreased absences to no more than one a month; i	07-24-14		
							Get student to remember inhaler more frequently	07-24-14		
							Manage during spring and athletics	07-24-14	Meet with student every two months to check in	07-24-14
							Verbalizes management and treatment with the student	07-24-14		

1. Select the appropriate radio button to select the student collection.
2. Click the **submit** button.
3. Click the Print icon in the blue menu bar to print the student's Health Plan.
Refer to your printer's configuration to adjust the layout of the printed report. This function is not configured in PowerSchool.

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