



ADMINISTRATIVE PROCEDURE

SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 6360

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CATEGORY: **Students, Welfare**

EFFECTIVE: **1-29-62**

SUBJECT: **Communicable Disease Control**

REVISED: **12-07-2001**

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing control of communicable disease in schools.
2. **Related Procedures:**
 - Human Immunodeficiency Virus
 - (HIV) Acquired Immunodeficiency Syndrome (AIDS), students 6363
 - Student records 6525
 - Attendance accounting, K-6 6165
 - Attendance accounting, 7-12 6166
 - Release of student information 6525

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy: H-3000, H-4000, H-7600; Education Code Sections 48211, 48214, 49403 *et seq.*; California Code of Regulations, Section 202; Civil Code Sections 34.6, 34.7; Health and Safety Code, Division 4, Ch. 7, Sections 3380-3390.
2. As required by Education Code Section 49403, San Diego Unified School District shall cooperate with local health authorities in measures necessary for the prevention and control of communicable diseases in school-age children.
3. A student may not remain in any public school while infected with any contagious or infectious disease (Education Code Section 48211).
4. Consent by Minor for Hospital and/or Medical Care
 - a. [A] minor 15 years of age or older who is living separate and apart from his parents or legal guardian, whether with or without consent of a parent or guardian and regardless of the duration of such separate residence, and who is managing his/her own financial affairs, regardless of the source of income, may give consent to hospital care or any X-ray examination, anesthetic, or medical or surgical diagnosis or treatment to be rendered by a physician and surgeon licensed under provisions of State Medical Practice Act, or to hospital care or any X-ray examination, anesthetic, dental or surgical diagnosis or treatment to be rendered by a dentist licensed under provisions of the Dental Practice Act. Such consent shall not be subject to disaffirmance because of minority. . . .

[The] parent, parents, or legal guardian shall not be liable for any care rendered pursuant to this section.

A physician and surgeon or dentist may, with or without the consent of the minor patient, advise the parents, parent, or legal guardian of such minor of the treatment given or needed if the physician and surgeon or dentist has reason to know, on the basis of the information given him by the minor, the whereabouts of the parents, parent or legal guardian. (Civil Code Section 34.6)

- b. [A] minor 12 years of age or older who may have come into contact with any infectious, contagious, or communicable disease may give consent to the furnishing of hospital, medical and surgical care related to the diagnosis or treatment of such disease, if the disease or condition is one which is required by law or regulation adopted pursuant to law to be reported to the local health officer. Such consent shall not be subject to disaffirmance because of minority. The consent of the parent, parents, or legal guardian of such minor shall not be necessary to authorize hospital, medical and surgical care related to such disease and such parent, parents, or legal guardian shall not be liable for payment for any care rendered pursuant to this section. (Civil Code Section 34.7)

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Student Support Services Department, Center for Student Support and Special Education Services.
2. **Definition. Control of communicable disease in schools:** Prevention, exclusion, and immunization. (See Procedure 6180 regarding exclusions and Procedure 6355 regarding immunizations.)
3. **Responsibilities**
 - a. **Communicable disease control** is the responsibility of all persons who come in contact with students at school. Should staff become aware of a student who has a communicable or infectious disease which poses a risk to staff, the principal or nurse shall inform the appropriate individuals. Site personnel, transportation, and other staff members who deal with the student on an individual basis should be contacted if informing them will reduce their risk. The Wellness Unit, Student Support Services Department, may be contacted to assess risks and to help disseminate appropriate medical information.

- b. **The San Diego County Department of Health Services** determines legal policies and procedures to be followed.
- c. **The Wellness Unit, Student Support Services Department**, defines the school program, prepares necessary directives and procedure bulletins, and directs the school nurse to assume responsibility for implementing the program at the school site, under the direction and approval of the principal.

D. IMPLEMENTATION

1. Control by Inspection

- a. **School nurse**
 - (1) **Elementary school.** Conducts classroom inspections as needed, for purpose of detecting incipient communicable disease or infestation.
 - (2) **Secondary school.** Arranges for periodic inspections as indicated; inspects all students referred to or calling at health office.
 - (3) **All schools.** Follows up by contacting parents, by counseling students and/or teachers, and by excluding as indicated.
- b. **Student** complies with recommendations of school nurse and with legal mandates; remains at home, if necessary, until well and disease is no longer communicable.
- c. **Nurse**, or other school personnel, periodically contacts student's parents to determine if student's condition has been remedied such that the student may return to school.
- d. **Teacher or attendance clerk (in secondary school)** may readmit a returning student or, if in doubt regarding advisability of readmission, may refer a student to school nurse.

2. Control by Exclusion

- a. **School nurse (or person designated by principal in absence of nurse)**
 - (1) Inspects students referred for suspected communicable disease or infestation.

- (2) Notifies parent/guardian if exclusion is deemed necessary. (While waiting to go home, students may remain *in nurse's office* temporarily; *students shall not be isolated in classrooms.*)
 - (3) If considering exclusion, notifies parent/guardian in writing prior to exclusion (E.2.k.). If principal or designee, after consulting nurse, determines that continued presence of child constitutes a clear and present danger to the life, safety, or health of pupils or school personnel, child may be sent home and notification shall be sent as soon as is reasonably possible.
 - (4) If parent/guardian requests a hearing before the Board of Education, district staff and parent/guardian will discuss decision to exclude. Parent/guardian shall have an opportunity to inspect all documents, challenge evidence, confront and question any witnesses, and present oral or documentary evidence, including witnesses. Parents/guardians may designate one or more representatives to be present at meeting.
 - (5) In secondary schools, notifies total student body through daily or special bulletin *only* (a) when a communicable disease is epidemic in school or in community or (b) when so directed by the Wellness Unit.
- b. **Student** complies with recommendations of school nurse and with county health department requirements; remains at home until well *and/or* legal exclusion time has elapsed.
 - c. **Teacher or attendance clerk in secondary school** may admit a returning student or, if in doubt regarding advisability of readmission, may refer a student to school nurse and/or seek advice from the Wellness Unit.
3. **Control by Immunization**
 - a. **School nurse**
 - (1) Plans immunization program for school-based clinics and/or site nurse provision of immunizations; notifies principal of program(s).
 - (2) Secures procedure bulletins, immunization forms, educational materials, and supplies from the Wellness Unit.

- (3) Reviews student records to determine current immunization status compliance.
- (4) Prepares and plans for distribution of consent forms, eligibility screening record, parent information sheets, staff instructions, and all necessary communication media.
- (5) Provides immunizations for students as needed.
- (6) Records immunizations given on “Immunization Consent Form,” “California School Immunization Record” (CSIR), student health record, and student's provider-documented immunization record (Section E.).
- (7) Staples “Immunization Consent Form” to student's CSIR.
- (8) Periodically reviews immunization status of students in order to determine whether all currently due immunizations have been received.
- (9) Completes “Vaccine Usage Report” (E.2.f.) as directed by the Wellness Unit.

b. **San Diego County Department of Health Services**

- (1) Provides appropriate immunizing agents and biologicals for school immunization programs.
- (2) Determines students to be excluded for medical reasons.
- (3) Offers all required immunizations for children at designated health centers (Procedure 6355).

- c. **Volunteer assistants (PTA)** may serve in clerical or organizational capacity during and following an immunization clinic, as directed by nurse or principal.

E. FORMS AND AUXILIARY REFERENCES

1. Supplied by the San Diego County Department of Health Services via the Wellness Unit:
 - a. Important Information About..., form

- b. Immunization Record (PM 298)
- c. California School Immunization Record (CSIR) (PM 286)
- 2. Supplied by the district:
 - a. Communicable Disease Information, Stock Item 22-H-0415
 - b. Pediculosis, Stock Item 22-H-1100
 - c. Immunization Consent Form, HE 606
 - d. School Nurse Immunization Program: Consent Form, HE 612
 - e. Immunization Requirement: Transferring Students, HE 613
 - f. Vaccine Usage Report
 - g. Age Appropriate Immunization Schedule, HE 605
 - h. Immunization Required for First Admission..., HE 600
 - i. School Nursing Procedure Manual, Stock Item 41-N-9520
 - j. Manual for Control of Communicable Diseases in California, State Department of Public Health (available in all school health offices)
 - k. Exclusion letter, HE 515

F. REPORTS AND RECORDS

- 1. Tally of students immunized, submitted by school nurse to the Wellness Unit.
- 2. "Vaccine Usage Report," completed by school nurse as directed by the Wellness Unit.

G. APPROVED BY



Chief of Staff, Terrance L. Smith
For the Superintendent of Public Education