

CHP-School Nurse Collaboration

Children's Hospital of Pittsburgh Division of Community Health aims to improve child and family health through community- and hospital-based initiatives. We acknowledge the important role school nurses play in managing the health care of children on a daily basis. It is our goal to effectively partner with school nurses in order to provide the best quality of care to children and their families.

Hospital Resources

We have a number of resources, listed below, to assist school nurses in locating contact information for medical providers. In addition, databases of Pediatric Health Network provider information and school nurse information have been created and will be shared with both entities to help save time and effort in making contact for both school nurses and physician offices.

- CHP Directory of Services
- CHP Subspecialty Guide (**PDF via email**)
- Outpatient Referral Guide

Communication and Information Sharing

UPMC takes pride in protecting patient's privacy. Sharing of protected health information does require parent/legal guardian *Authorization for Release of Protected Health Information*. For this reason, we have outlined further guidelines, below, to aid in the efficiency of addressing concerns regarding gaining access to immunization information and medication/treatment plan information.

Authorization for Release of Protected Health Information

<http://www.chp.edu/-/media/chp/for-parents/documents/authorization-for-release-of-protected-health-information.pdf?la=en&hash=8D86A55B1B13588A82FF4E3DC1D16765013EE18D>

Immunization Information

- Bi-directional interface exists between PA-SIIS and EPIC for administered vaccines.
- If school nurse requests immunization records from CCP/GAP practice, information CAN be shared with verbal consent from the parent/legal guardian by following the required verbal consent procedures.
- Immunization records CAN be faxed with verbal consent from parent/caregiver.
- If immunization information is requested, verbal consent is acceptable; the "authorization" of the parent does not have to include all of the components of an authorization, however standard procedures for obtaining verbal permission must occur.
- A written request must state at a minimum -- "release proof of immunization from [patient/student name] to [insert school name here]."

Medication & Treatment Plan Information

- Orders may be faxed to school nurses with letter by the provider including medication administration instructions. Physician offices have been reminded about the importance of making sure orders are signed.
- If a school nurse calls to discuss the care of a patient that occurs during school, the physician/APP can discuss the information necessary in order to carry out the order (i.e. if the nurse administers the patient medication, and there was a dosage change -- they may call to discuss the change with the ordering physician).

All other requests for copies of medical records from schools, require a valid written HIPPA compliant authorization prior to the release of information.

Pediatric Education Series

The Pediatric Education Series (PES) is a free webinar series created by Children's Community Health Division, and Children's Professional Development and Education Committee. Monthly webinars by pediatric health specialists provide information and updates on topics that are relevant to professionals working in the community, clinical and school settings, and include subjects such as trauma informed care, sports medicine, working with transgender and expansive youth, and more.

This series responds to requests by health care professionals, nurses in particular, for education on specific topics of interest and need. A hospital-based content expert shares the latest research and practice recommendations via a live webinar platform. Webinars remain available on Children's website for three months, <http://www.chp.edu/health-care-professionals/nursing-education>. Nurses can earn up to 1.0 CEU upon completion of each webinar.