

MADISON DISTRICT PUBLIC SCHOOLS CLINIC REFERRAL GUIDELINES



- GOALS:**
1. To keep students in the classroom as much as possible to optimize instruction and learning.
 2. To provide a framework for the appropriate utilization of the clinic.
 3. **To minimize exposure to COVID like illness**

- **Always call office if student needs to see nurse.** Office will radio nurse. Nurse will give directions as to where to send student. (Exception- scheduled medications/procedures)
- Let students clean and bandage their own minor cuts and scrapes. If you need more bandaids, please notify the nurse.
- Do not send students for ice packs unless injury occurred TODAY. Exceptions can be made for severe swelling. Cold packs after 24 hours are of minimal value; the student can ice at home.
- Do not allow students to call home sick from the classroom. If the office is aware of the need for early dismissal we can be prepared when the parent comes to pick up the student.
- Only send students to the clinic who you think are truly sick or injured. If you don't think a student is truly sick or injured, have him get a drink, use the bathroom and/or put his head down for 5 minutes. See "15 Minute Rule" below.
- The "15 MINUTE RULE":
 - i. Students with non-urgent symptoms should NOT go to the clinic within the first 15 minutes after any passing time, including: changing classes (music/PE/library/lunch/recess), arrival or departure from school.
 - ii. Try to self-care in the classroom for 15 minutes before sending to clinic.

NON-URGENT Please handle in class/playground Use "15 minute Rule"	URGENT For Any LIFE THREATENING Situation –Call 911 and Notify Office Immediately		
	TO BE SEEN IN "SICK ROOM" Due to COVID like symptoms Call office first *high risk symptoms	TO BE SEEN IN "WELL ROOM" Call office unless a scheduled procedure/medication	Call school nurse or office staff to come to the student. Do not move student!
Stomachache: Send to the bathroom for 5 minutes	Suspected Fever*	Asthma symptoms	Choking
Minor scrapes & bumps: Clean (with soap/water or BZK wipe) & bandage	Cough*	Possible allergic reaction, exposure; insect bite	Loss of consciousness, fainting
Feels hot after activity: Rest; water; remove extra layers of clothing	Shortness of breath*	Head bump/injury; eye injury	Severe bleeding
Itchiness of pre-existing skin irritation: Discourage scratching; cool damp paper towel compress	Loss of taste/smell*	Wounds that are swollen, bruised or dirty.	Suspected neck or back injury - do not move student
Itchy eyes: Rinse face; cool damp paper towel compress	Sore throat	Lodged objects in any body part	Seizures
Lost baby tooth: Put tooth in small envelope; bite on gauze if bleeding; avoid rinsing	Nasal/congestion/discharge (stuffy or runny nose)	Scheduled medication/procedure	Limb injuries that may be a sprain or break
Splinter: Cover with Band-Aid; do not attempt to remove	Nausea/vomiting/diarrhea	Lost permanent tooth	
Head lice: Nurse can supply letter to send home with student	Muscle aches		
	Headache		
	Fatigue		