

## Using the Health Log in SI to Track Covid-19 Symptoms and Cases

On Thursday, September 3, 2020, Gov. Mike DeWine announced the signing of a new health order that outlines details for K-12 schools' reporting of COVID-19 cases.

DeWine said the new order will go into effect Tuesday, Sept. 8. Under the order, parents or guardians and school staff should notify a school of a positive test or a clinical diagnosis. Within 24 after receiving that notification, the school should notify other parents and guardians about that case in writing, providing as much information as possible without releasing protected health information. The school must also notify its local health department within 24 hours.

Beginning Tuesday, Sept. 15, and every Tuesday thereafter, local health departments will report the number of newly reported and cumulative cases to the Ohio Department of Health (ODH). The data will be published by ODH by school or school district, including a breakdown by students and staff, each Thursday.

Here are MVECA's recommendations for compliance with the new COVID-19 order.

In StudentInformation (at the DISTRICT level):































### 1. Define Health Log Reason Codes

- On the "Health Log Reason Codes" table, ADD codes for all the symptoms and a code for positive cases of COVID-19.
- An example of how you might enter the codes for symptoms and a positive case are shown below.

StudentInformation > Management > School Administration > Medical Office Administration > Health Log Reason Codes

### Health Log Reason Codes

From this screen, you can display, add, change and delete health log reason codes.

Add Reason Code					
		Code	Name ▲	Description	Active
		CHIL	Chills - COVID19	Chills - COVID19	
		COUG	Cough - COVID19	Cough - COVID19	
		F100	Fever of 100F or above - COVID19	Fever of 100F or above - COVID19	
		LTS	Loss of Taste or Smell - COVID19	Loss of Taste or Smell - COVID19	
		MACH	Muscle Aches - COVID19	Muscle Aches - COVID19	
		NVD	Nausea, vomiting or diarrhea - COVID19	Nausea, vomiting or diarrhea - COVID19	
		NONE	None of the Symptoms - COVID19	None of the Symptoms - COVID19	
		C19P	Positive - COVID-19	Positive - COVID-19	
		SHBR	Shortness of Breath - COVID19	Shortness of Breath - COVID19	
		SOTH	Sore Throat - COVID19	Sore Throat - COVID19	
<input checked="" type="checkbox"/> Show Active Only					

2. Define Care Type Code maintenance

- On the “Care Type Code Maintenance” table, add codes for having contacted the health department and parents.
- An example of how you might enter the codes for contacting parents and the health department are shown below.

StudentInformation > Management > School Administration > Medical Office Administration > Care Type Codes

## Care Type Code Maintenance

From this screen, you can display, add, change and delete care type codes.

**Add Care Type Code**

		Code	Name ▲	Description	Active
		CHD	Contacted Health Department - COVID19	Contacted Health Department - COVID19	
		CP	Contacted Parents - COVID19	Contacted Parents - COVID19	

☒ Show Active Only

3. ADD a Health Log entry for the student on the “Student Medical Health Log” screen.

StudentInformation > SIS > Student > Medical > Health Log

## Student Medical Health Log

From this screen, you can display and add data pertaining to a student's logged visits to the school health clinic.

**Add Entry**

			Date of Visit	Reason for Visit	Time In	Time Out	Cared By	Temperature	Contacted	Comments	Care Given	Disposition	Reason	Reason Comments	Note Sent Home	Note to Teacher	Accident Report
			8/31/2020		12:46 PM		Office Attendant	102.00			CHD, CP	Student sent home	C19P, CHIL, COUG, F100, LTS, MACH, NVD, SHBR, SOTH		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Student Medical Health Log

From this screen, you can display and add data pertaining to a student's logged visits to the school health clinic.

Date of Visit:	<input type="text" value="8/31/2020"/>	
Reason for Visit:	<input type="text" value=""/>	
Time In:	<input type="text" value="12:46 PM"/>	
Time Out:	<input type="text" value=""/>	
Care By:	<input type="text" value="Office Attendant"/>	

Reason:	<input checked="" type="checkbox"/> Positive - COVID-19	<input type="checkbox"/> Fever	<input checked="" type="checkbox"/> Loss of Taste or Smell - COVID19	<input checked="" type="checkbox"/> Nausea, vomiting or diarrhea - COVID19
	<input checked="" type="checkbox"/> Chills - COVID19	<input type="checkbox"/> Headache	<input checked="" type="checkbox"/> Muscle Aches - COVID19	<input checked="" type="checkbox"/> Shortness of Breath - COVID19
	<input checked="" type="checkbox"/> Cough - COVID19	<input type="checkbox"/> Injury	<input type="checkbox"/> None of the Symptoms - COVID19	<input checked="" type="checkbox"/> Sore Throat - COVID19
	<input checked="" type="checkbox"/> Fever of 100F or above - COVID19			

Reason Comments:

Location:

Temperature:

Contacted:

Disposition:

Care Given:	<input type="checkbox"/> Basic Care	<input checked="" type="checkbox"/> Contacted Parents - COVID19	<input type="checkbox"/> Eye Observation	<input type="checkbox"/> Rest and Observation
	<input checked="" type="checkbox"/> Contacted Health Department - COVID19			

Comments:

Note Sent Home: ☐

Note Sent To Teacher: ☐

Accident Report: ☐

4. We are creating multiple Ad Hoc Reports in the Analytic Hub to pull this data. Currently there is one report that you may specify a Reason Code of Positive and receive the students with that box checked.
  - a. COVID-19 Positive Cases with Date – Be sure to \*only choose your COVID-19 positive code\* that you create on the Health Log Reason Code table. The report will list the Student Number, Date, Time, the Positive Reason and if you checked either of the two boxes for contacting parents or contacting the health department. Please see next page for a sample of the report.

COVID-19 Positive Cases with Date							
Student Number	GradeLevel	CheckInDate	TimeIn	TimeOut	HealthLogReason	CareGiven	School Code
10844	10	08/31/2020	12:46 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10844	10	08/31/2020	12:46 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
2107	11	08/31/2020	02:01 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
2116	11	08/31/2020	02:00 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
2116	11	08/31/2020	02:00 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
10846	9	09/01/2020	02:56 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10846	9	09/01/2020	02:56 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
1151	9	09/03/2020	11:00 AM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
1151	9	09/03/2020	11:00 AM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
1046	3	09/04/2020	02:10 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVES
1046	3	09/04/2020	02:10 PM		Positive - COVID-19	Contacted Parents - COVID19	MVES
77	4	09/04/2020	02:59 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVES
77	4	09/04/2020	02:59 PM		Positive - COVID-19	Contacted Parents - COVID19	MVES
10838	7	09/04/2020	02:59 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVMS
10838	7	09/04/2020	02:59 PM		Positive - COVID-19	Contacted Parents - COVID19	MVMS
10860	9	09/04/2020	03:43 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10860	9	09/04/2020	03:43 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
10585	10	09/04/2020	03:45 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10585	10	09/04/2020	03:45 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
10606	10	09/04/2020	03:42 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10606	10	09/04/2020	03:42 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
10666	10	09/04/2020	03:45 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10666	10	09/04/2020	03:45 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
10605	11	09/04/2020	03:41 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVHS
10605	11	09/04/2020	03:41 PM		Positive - COVID-19	Contacted Parents - COVID19	MVHS
61	KG	09/04/2020	02:10 PM		Positive - COVID-19	Contacted Health Department - COVID19	MVES
61	KG	09/04/2020	02:10 PM		Positive - COVID-19	Contacted Parents - COVID19	MVES