

## Activities for School Nurses During School Closure

This list is intended to offer suggested activities that may be used to guide the work of school nurses or establish a teleworking plan during the currently evolving COVID-19 situation, while schools are closed.

- Continue to keep in touch with local public health agencies as the local authority on COVID-19
  - School nurses may be assigned to work in the operation of School-Based Emergency Child Care sites and/or to assist with local health department activities during the COVID-19 school closure.
  - School nurses can share resources with families. [NC 2-1-1.org](https://www.nc2-1-1.org) is an information and referral service that families and individuals may call to obtain free and confidential information on health and human service resources within the community. NC 2-1-1 operates 24 hours a day, seven days a week, 365 days a year and resources are available in most languages.
- Review local policies/procedures/guidelines/manuals and update if needed. Develop any that are missing or needed. Consider updating tools used to train and delegate to unlicensed staff. Consider developing tools for regular use for other annual trainings that are provided for school staff. Consider developing a nursing manual that describes the common processes regularly done by district school nurses.
- Work on improving current efforts and resources regarding school nurse case management services, billing for Medicaid reimbursement for school nursing services, or other local initiatives.
- Update district forms related to health care.
- Contact parents of students with chronic conditions to
  - Ensure that students have access to health care
  - Share resources for families with need
  - Evaluate effectiveness of their current school-based Plan of Care/Case Management interventions in preparation for the new school year
- Professional Development
  - Consider becoming a nationally certified school nurse through NBCSN
    - Form a remote study group using NBCSN study resources that can be found at <https://www.nbcsn.org/resources/ncsn-handbook/>
    - [MAHEC: Online School Nurse Certification Examination Review](#)
  - Consider E-learning Opportunities
    - [NASN E-learning](#) (some CEUs are free for both members and non-members others have a fee)
    - [NCBON Sponsored Offerings](#)
    - [Allergy Safe Kids](#)
    - [Nurse.com](#) (there is a fee associated with the contact hours)
    - [NCSchoolNurseCaseManagementofChronicConditions](#)
      - Contact your consultant for additional case management resources
- Update or create a school nurse webpage on the school website
  - NASN - [Enhancing Your Virtual Footprint: The School Nurse's Professional Health Office Website](#)

- Add school nurse wellness messages to be shared via your district's social media platforms.
- Explore additional collaborative opportunities in your school or community
  - School nurses can collaborate with their school social workers, counselors, and child nutrition staff to help families meet basic needs related to food and shelter and to provide social and emotional support.
- Develop or expand health education resources for students and staff. Contact your consultant for resources.
- Update and organize health records. Identify new and withdrawn students and follow the district record retention schedule or policy. Ensure data entry is complete.
- Complete current data collection efforts for year-end reports to date of school closure, as well as consider how to use this data to support local initiatives or make program improvements
  - [2019-20 School Health Services Report Documents \(EOY\)](#)
- Prepare for upcoming student transitions as defined by current return to school plans (elementary to middle, middle to high school)
- Clean, organize, and restock the health office if permitted to access schools by administration and social distancing can be maintained.
- Review and update missing immunizations in Power School (for records that can be found in NCIR) and prepare for K, 7th and **12th grade immunization requirements**.
- Committee Work
  - Work on committee-based projects using Google Docs and Google Chat or other available technology options to collaborate with one another to complete needed work.
- Complete any end of year activities that can be done at this time

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