

Communication-Health Component

Community

Health Advisory Committee:

- Includes Head Start parents, professionals, community volunteers, agency component directors (Health, Nutrition, Family Development/Mental Health)
 - address program issues in the medical, dental, mental health, nutrition, and human services field
- Members share information at meetings regarding public health issues/child health issues
- Information affecting the agency is shared via administrative meeting, memos to appropriate staff
- Meetings, quarterly

Health Care Providers:

- Health Services Manager will contact local medical/dental providers via letter and questionnaire to be completed and returned to Health Services Director
 - questionnaire, whether or not they will accept Head Start pay vouchers, whether or not they accept the Oregon Health Plan and if so which plans
 - information is developed into a Medical/Dental Provider list, which is distributed to CFA's, Family Advocate, Health Resource Specialists, Family Resource Specialists and Program Managers
- Concerns identified on medical/dental exams, Health Services Manager may contact provider for further information

Head Start Program

Monthly Health/Safety checklist:

- Operation Directors reviews, if concern identified share information with appropriate staff, Team Leader, Education Manager, Area Director

Quarterly Health/Safety checklist:

- Completed by Operation Directors, areas of concerns recorded on checklist and memo sent to team leader
- Information is shared with appropriate staff (Education Manager/Area Director)

Medical/Dental Exams & Follow-up Treatment:

- Health Services Director reviews, report is sent to CFA or Family Advocate, if any follow-up treatment is needed
- CFA or Family Advocate will follow-up with family via home visits, phone calls, or at the center to ensure follow-up treatment is completed and/or any other recommendations from provider
- Once follow-up treatment is completed, family will notify CFA or Family Advocate, Health Services Manager is sent a report.

Immunizations:

- Health Resource Specialist complete immunization review, copy given for child's file, and copy given to family
- CFA or Family Advocate follows-up with family, via home-visits, phone call, or at the center to ensure immunizations are up-to-date
- Once immunizations needed are received, family notifies- CFA or Family Advocate notifies (memo) Health Resource Specialists - notifies (memo) -Health Services Manager

Hearing/Vision Screens:

- Completed by Health Resource Specialist for each child at centers
- Hearing/Vision Screen form, copy give for child's file, copy given to family

Health Concerns:

- Public Health issues which may arise in the community are shared via Health Services Manager- memo to appropriate staff to share with families-home visits, letters, phone calls