

Bergen County Technical Schools

Nursing Services Plan 2025

Nursing Services Plan

The provision of nursing services in New Jersey public schools is required and governed by both New Jersey statutes and regulations. Pursuant to N.J.S.A. 18A:40-3.3 2. a., a local educational agency (LEA), shall only utilize or employ, for the provision of nursing services in the public schools, persons holding an educational services certificate with an endorsement as a school nurse issued by the State Board of Examiners, except for those non-nursing personnel who are otherwise authorized by statute or regulation to perform specific health related services. An LEA may supplement the services provided by the certified school nurse with non-certified nurses, provided that the non-certified nurse is assigned to the same school building or school complex as the certified school nurse.

"Nursing services plan" means a plan that describes in detail the nursing services to be provided throughout the school district based on the needs of its students, potential emergency situations, basic nursing service requirements, and the assignment of medical staff to provide the services (N.J.A.C. 6A:16-1.3).

In preparing the nursing services plan, consideration was given to student census, student health concerns and required and assigned job responsibilities of school-based medical staff. The school physician consulted with the school district certified school nurse(s) to obtain input for the development of the school nursing services plan, pursuant to N.J.A.C. 6A:16-2.1(b). The attached Nursing Services Plan provides justification for the following assertion:

- ☒ Staffing as identified in the plan is deemed adequate.
☐ Staffing as identified in the plan is deemed inadequate.

School Physician

Superintendent

[Signature] M.D.
[Signature]

Pursuant to N.J.A.C. 6A:16-2.1(b), each district board of education is required to adopt the school district's nursing services plan at a regular meeting.

Board Approved (date)

9/30/25

The Nursing services plan provides data that reflects a school nurse's workload, including time spent on routine care, administrative tasks, individual student health needs, and the broader health needs of the school community. There is no established formula for determining adequate staffing. Districts should consider factors such as student age, ability, and complex issues such as social determinants of health, care coordination, and the unique health needs of the student population. Relying solely on a basic nurse-to-student ratio is not evidence-based and fails to capture the full scope and complexity of the school nurse's roles and responsibilities. When determining adequate staffing, consideration should be given to student census, identified acuity levels and job-related expectations, including those reflected in statute and New Jersey Administrative Code.

Part I Nursing Assignment Sufficient to Provide Services to Students

	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Grade level(s)	9-12	9-12	9	9-12	9-12
# of students enrolled	340	1142	53	581	685
# of students level 1	294	1042	46	488	621
# of students level 2	45	97	8	92	63
# of students level 3	1	3	0	6	1
# of students level 4	0	0	0	0	0

School Nurse Information

	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Certified School Nurse	Rosemarie McManus	Joann Saab Danielle Flynn			Melissa Beyer
Emergency certified nurse			Lisa Schwedhelm	Lisa Schwedhelm	
Non-certified nurse (RN)	N/A	N/A	N/A	N/A	N/A
LPN (licensed practical nurse)	N/A	N/A	N/A	N/A	N/A

Part II Basic Nursing Services

Regulations and statutes related to school health services

Requirements	Yes	No	N/A	Comments
Maintain student health information on the State of New Jersey Health History Appraisal Record (A-45) either hard copy or electronic.	X			
Review immunization records for completeness pursuant to N.J.A.C. 8:57-4.1 - 20.	X			
Provide for the administration of medication pursuant to N.J.A.C. 6A:16-2.1(a)2.	X			
Review of DNR orders received from the student's parent or medical home N.J.A.C. 6A:16-2.1 (a)3.	X			
Development of an individualized healthcare plan and individualized emergency healthcare plan for students with chronic medical conditions; including diabetes, asthma, and life-threatening allergies in accordance with N.J.S.A. 18A:40-12.11(c), 12.12, 12.13, and 12.15; and N.J.A.C. 6A:16-2.3(b)3.xii-xiii	X			
Perform tuberculosis tests on students using methods required by the <u>New Jersey Department of Health</u> based upon the incidence of tuberculosis or reactor rates in specific communities or population groups pursuant to N.J.S.A. 18A:40-16.	X			
Require parents to provide, within 30 days of enrollment, entry-examination documentation for each student. N.J.A.C.6A:16-2.2(h)2.i.	X			
Ensure that students receive health screenings. Screenings shall be conducted by a school physician, school nurse, or other properly trained school personnel. N.J.A.C.6A:16-2.2(l) - Screening for height, weight, and blood pressure shall be conducted annually for each student in kindergarten through grade 12. - Screening for visual acuity shall be conducted biennially for students in kindergarten through grade 10. - Screening for auditory acuity shall be conducted annually for students in kindergarten through grade three and in grades seven and 11. - Screening for scoliosis shall be conducted biennially for students between the ages of 10 and 18.	X			
Pursuant to N.J.A.C.6A:16-2.2(l)6, the school district shall ensure notification of the parent/guardian of any student suspected of deviation from the recommended standard. .	X			
Pursuant to N.J.A.C. 6A:16-2.2(j), provide Information about NJ Family Care for students who do not have health insurance.	X			
The school nurse shall review the completed health history update questionnaires and share with the school athletic trainer for review, if applicable, pursuant to N.J.S.A. 18A:40-41.7.	X			
Annually distribute <u>the educational factsheet on meningitis</u> to parents or guardians of students entering sixth grade as required by N.J.S.A. 18A:40-21.2			X	

Annually distribute a <u>fact sheet</u> to parents or guardians of students in grade seven about the causes, symptoms and means of transmission of HPV, and where additional information can be obtained as required by N.J.S.A. 18A:40-42			X	
N.J.S.A. 18A:40-12.6 requires that, in consultation with the board of education, the certified school nurses designate and train school employees who volunteer to administer <u>epinephrine</u> when the school nurse is not physically present at the scene.	X			
N.J.S.A. 18A:40-41a through 41c, requires public and nonpublic schools to have an automated external defibrillator (AED) available in an unlocked location with an appropriate identifying sign and to establish emergency action plans for responding to sudden cardiac events. In addition, every school must have at least five school employees certified in CPR/AED as part of their action plan for responding to a <u>sudden cardiac event</u> .	X			
As per N.J.S.A. 18A:35-5.3 annual training is required of all teachers who instruct students with Lyme Disease.			X	
P.L.2013, c.46. requires each school that includes any of the grades nine through 12 to maintain a supply of <u>opioid antidotes</u> under the standing order in a secure but unlocked and easily accessible location.	X			
N.J.S.A. 18A:40-43 requires every public school with students in grades seven through 12 to ensure that posters providing information on the provisions of the " <u>New Jersey Safe Haven Infant Protection Act</u> " are prominently displayed in the school nurse's office and health education classrooms. In addition, pamphlets and other educational materials providing information about the safe haven procedures must be available in the guidance/counseling center.	X			
For all schools participating in an interscholastic sports, intramural sports, or cheerleading program the following <u>documents</u> are to be distributed to every student-athlete and cheerleader in any grade level: - Sudden Cardiac Death in Young Athletes Brochure* (N.J.S.A.18A:40-41) - Opioid Use and Misuse Educational Fact Sheet* (N.J.S.A.18A:40-41.10) - Sports Related Concussion and Head Injury Fact Sheet* (N.J.S.A.18A:40-41.2) These documents (*) require a parent/guardian sign-off form. Sports Related Eye Injury Fact Sheet to be distributed annually to parents/guardians of all students. (N.J.S.A.18A:40-41.9)	X			
In accordance with <u>Executive Order No. 302</u> and <u>Executive Directive No. 21-011</u> , K-12 schools must report weekly data to NJDOH through the in <u>New Jersey's Communicable Disease Reporting and Surveillance System (CDRSS)</u> .	X			
N.J.S.A.18A:40-12.11-12.21, annually educate all school personnel who may come in contact with a student with <u>diabetes</u> , including signs and symptoms of <u>hyper and hypoglycemia</u> . Post reference signs identifying signs and symptoms of hypoglycemia.	X			
N.J.S.A. 18A:40-12.9 requires annual asthma education opportunities for teaching staff.	X			

(This training may be done by the school nurse, or the district may have an online training program to meet this requirement. Compliance may fall under human resources).				
Annual In-Service on Blood Borne Pathogens for school staff. N.J.A.C. 8:61-2 (This training may be done by the school nurse, or the district may have an online training program to meet this requirement. Compliance may fall under human resources).	X			
All educational staff members shall receive annual in-service training in alcohol, tobacco, and other drug abuse prevention and intervention, in accordance with N.J.S.A. 18A:40A-3 and 15. (This training may be done by the school nurse, other appropriately credentialed personnel, or the district may have an online training program to meet this requirement. Compliance may fall under human resources).	X			

Part III Summary of Specific Individual Student Needs

Health Screenings

Mandatory Health Screenings N.J.A.C.6A:16.2(l)	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Height, Weight, Blood pressure (annually)	340	1142	53	289	685
Visual acuity (biennially for students in kindergarten through grade 10.)	86	301	0	77	173
Hearing (K,1,2,3,7,11)	84	272	0	68	170
Scoliosis (biennially for students between age 10 and 18)	84	600	0	68	170

Medication and Treatments

Medication and Treatments	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Daily Medications	0	2	0	2	1
Daily Treatments	1	0	0	0	0
PRN (as needed) Medications	1026	3426	162	1776	2061

Student specific health concerns

Health Conditions / Health Needs	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Number of students with a diagnosis of asthma from a healthcare provider	31	39	7	45	25
Number of students with a diagnosis of type 1 diabetes from a healthcare provider	2	4	0	7	2
Number of students with a diagnosis of type 2 diabetes from a healthcare provider	1	0	0	0	0
Number of students with a diagnosis of life-threatening allergy from a healthcare provider	34	47	1	22	46
Number of students with a diagnosis of seizure disorder/epilepsy from a healthcare provider	1	1	0	4	1
Number of students with a diagnosis of myalgic encephalomyelitis /chronic fatigue syndrome (ME/CFS) from a healthcare provider	0	0	0	0	0
Number of students with a diagnosis of Lyme Disease	0	0	0	0	0
Number of students with a mental health diagnosis. (This includes but is not limited to students with anxiety, depression, self-harm, eating disorders).	20	68	1	129	36
Number of students with a physical disability (Spina Bifida, Cerebral Palsy, Muscular Dystrophy)	0	0	0	0	1
Number of students with an organ transplant	0	0	0	1	0
Other chronic health condition (such as cystic fibrosis)	5	30	0	6	3

Other unique health concerns.	0	1	0	0	0
Number of Emergency Health Care Plans (EHCP)	45	73	3	60	63
Number of Individual Health Care Plans (IHP's)	45	3	3	15	63
Number of Student Health Plans / Classroom Management Plans	45	11	3	10	63

Special Education Needs

Special Education Needs	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Students with IEPs (Individualized Education Program)	10	5	0	356	24
Students in a self-contained special educational program	0	0	0	0	0
Students with a health related 504 Plan	27	34	0	36	35

Social Determinants of Health (SDOH)

Social Determinants of Health Demographics	Applied Technology H.S.	Bergen County Academies	Career Innovation H.S.	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Number of enrolled students	340	1142	53	581	685
Students receiving free and reduced lunch	89	130	12	111	144
Students identified as being homeless / displaced	2	0	0	1	0
Students whose primary language is not English	0	0	0	1	1

Part IV Description of How Nursing Services will be Provided in all Emergency Situations

Description of How Nursing Services will be Provided in all Emergency Situations:

The school nurse is responsible for ensuring that timely, appropriate, and evidence-based nursing services are available for all students, staff, and visitors in the event of an emergency. Nursing services will be provided through the following structured approach:

1. Immediate Response

- The school nurse (or designated trained staff in the nurse's absence) will respond promptly to all reported emergencies.
- Emergency medical care will be initiated according to school district policies, state nursing practice acts, and standing medical orders.
- The nurse will assess the situation, provide first aid/acute care, and determine the need for advanced medical intervention.

2. Activation of Emergency Medical Services (EMS)

- If a student or staff member's condition requires advanced care or transportation to a hospital, the nurse (or trained designee) will activate EMS by calling 911.
- The nurse will remain with the individual until EMS arrives and provide a handoff report, including relevant medical history, interventions performed, and emergency contacts.

3. Collaboration and Delegation

- In situations where multiple injuries or emergencies occur simultaneously, the nurse may delegate first-aid tasks to trained school staff (such as CPR/AED or EpiPen administration).
- The nurse will provide direction, oversee interventions, and coordinate with administrative staff to maintain order and safety.

4. Utilization of Emergency Equipment

- The nurse will ensure that all emergency supplies, including AEDs, emergency medications (e.g., epinephrine, glucagon, albuterol), and trauma/stop the bleed kits, are accessible and functional.
- Staff trained in their use will be deployed as needed until EMS arrives.

5. Communication and Notification

- Parents/guardians will be notified as soon as possible when their child is involved in an emergency.
- School administration will be informed of all emergency incidents, and appropriate documentation will be completed in compliance with district and state requirements.

6. Continuity of Care and Follow-Up

- The nurse will provide follow-up care as appropriate once the immediate emergency has resolved.
- Documentation of the event, interventions, and outcomes will be maintained in the student's health record.
- Post-incident debriefing may be conducted with school staff to evaluate response effectiveness and identify areas for improvement.

7. Absence of School Nurse

- In the event that the nurse is not on campus, emergency services will be provided by trained staff members in accordance with state laws, school protocols, and the nurse's delegated standing orders. EMS will be activated for all situations beyond basic first aid.

Part V. Narrative for Nursing Services and Additional Health Services Provided to Non-Public Schools

Narrative for Nursing Services and Additional Health Services Provided to Non-Public Schools:
N/A

Part VI End of Year Data

2024-2025 School Year Data

End of Year Data	Applied Technology H.S.	Bergen County Academies	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Number of students on home instruction	1	11	5	9
Number of students chronically absent	4	15	134	15
Number of students chronically absent with a known health condition	0	4	5	5
Number of students chronically late	7	0	47	61
Number of students chronically late with a known health condition	2	0	3	4

Meetings	Applied Technology H.S.	Bergen County Academies	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
District or Building Based (504, I&RS, CST, admin.)	42	32	25	40
Re-entry (after student returns from prolonged illness or hospitalization)	0	6	3	3
Parent meetings	37	22	20	75
Direct contact with Health Care Providers	12	0	0	25

Administrative	Applied Technology H.S.	Bergen County Academies	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
Number of completed height, weight, and BP screenings (annually)	340	1128	280	685
Number of referrals for deviation from expected standard	5	0	5	2
Number of completed vision screenings	86	166	77	173
Number of referrals for deviation from expected standard vision results	20	0	10	3
Number of referrals resulting in healthcare provider intervention related to vision screening	15	0	8	2
Number of completed hearing screenings	84	277	68	170
Number of referrals for deviation from expected hearing screening results	10	1	0	5
Number of referrals resulting in healthcare provider intervention related to hearing screening	10	0	1	2
Number of completed scoliosis screenings	84	312	68	170
Number of referrals for deviation from expected scoliosis screening results	3	0	0	2
Number of referrals resulting in healthcare provider intervention	3	0	0	2

related to scoliosis screening				
Number of referrals for suicide ideation	3	25	77	5
Number of referrals for under suspicion (under the influence)	3	0	16	0
Number of students with pregnancy	0	0	1	0
Number of new students (registrations)	89	301	151	182
Number of sports physicals reviewed	180	672	140	420
Number of 90-day updates reviewed (athletics)	98	226	95	222
Number of field trips	20	22	29	22
Reported communicable disease outbreaks	0	0	0	0

Student Care	Applied Technology H.S.	Bergen County Academies	Bergen County Technical High School - Paramus	Bergen County Technical High School - Teterboro
PE / recess excuse or limitation.	10	44	35	123
Number of students diagnosed with a concussion	5	10	4	12
Number of health office visits for injury	56	568	1025	1013
Number of health office visits for illness	1854	2252	2084	2686
Number of mental health office visits	20	28	60	19
Total number of health office visits (only include the number of students seen by an RN)	1854	3642	3909	2686
Number of students returned to class after being seen in the health office (only include students seen by the RN)	1250	3448	3650	2003

Number of students sent home (only include students seen by the RN)	604	197	250	683
Number of student health office visits requiring a 911 call (only include students seen by the RN)	3	4	12	2
The number of students referred to urgent care	10	12	37	5
Number of students referred to a healthcare provider	15	0	12	224
Number of times epinephrine administered	2	0	0	1
Number of times naloxone administered	0	0	0	0
Number of times hydrocortisone sodium succinate administered	0	0	0	0
Number of times glucagon administered	0	0	0	0
Number of AED events	0	0	0	0
Number of airway obstructions	0	0	0	0