

# Taft



**PARENT'S GUIDE TO  
HEALTH SERVICES AT TAFT**

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## IMPORTANT NUMBERS

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### MARTIN HEALTH CENTER

860-945-7762

FAX: 860-945-7766

HealthCenter@TaftSchool.org

### ATHLETIC TRAINERS

860-945-7713

FAX: 860-945-7942

### COUNSELING OFFICE

860-945-7874

### ST. MARY'S HOSPITAL, WATERBURY

203-709-6000

Emergency Department

203-709-6004

### WATERBURY HOSPITAL

203-573-6290

### HEALTH COMPLEX PHARMACY

860-274-8816

FAX: 860-945-1728

Download medical forms and other information at:

[www.TaftSchool.org/parents/healthcenter](http://www.TaftSchool.org/parents/healthcenter)

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## INTRODUCTION

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The Martin Health Center, located on the ground floor of Congdon House, is a 13-bed infirmary, inspected and licensed annually by the State of Connecticut. It is open 24 hours/day, seven days/week when school is in session. The Health Center staff is dedicated to the belief that students must maintain a healthy and balanced life in order to reap the benefits of a Taft School education. Our goal as allied health-care professionals is to provide excellent health care in order to maximize students' ability to participate fully in the activities of boarding school life.

Taft is committed to educating the whole student. The mission of the Health Center is to promote and maintain the good health of students by modifying or removing health-related barriers to learning. The dedicated staff is a competent and concerned group of medical professionals with extensive experience working with adolescents who hope to teach students to make informed and mature decisions about their health.

While adolescence is a time when young people are asserting their independence, we recognize that parents are still an extremely important part of their child's life. We know that receiving a call that your child is sick or injured can be most upsetting. It is our hope that parents will participate fully in making important decisions concerning the health education and well-being of their children. We strive to establish and maintain effective communication between students, parents and the Health Center staff.

Thank you for taking the time to read this handbook. We hope it will answer many of your questions. Please call us directly if you have any further questions.

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## HISTORY OF THE MARTIN HEALTH CENTER

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The earliest description of a medical care facility at Taft appeared in the school catalogue in the early 1920s. The school infirmary was located on the second floor of the Warren House and described as a "fully equipped hospital....a portion of it isolated, with a separate entrance, for contagious diseases." It was staffed with one nurse and one assistant. The school physician, James S. Martin, MD, was "in daily attendance."

In 1927-28, an elegant brick building, the Martin Infirmary, was constructed. A 40-bed facility, it housed an operating room, diet kitchen, contagion ward with its own entrance, dumb waiter and incinerator. A Papyrus article dated October 28, 1928, states, "On the second floor there is a large sun room with glass that has ultra-violet properties which makes a wonderful place for boys to convalesce before going back to school." The building became known as "Grant's Tomb," for longtime nurse Catherine Grant. The building was renamed McIntosh House in 1971 when it was converted into a girls' dormitory.

In the early 1960s the infirmary was moved to the current USGD building, where it was located until 1979, when it was moved to its present location at the east end of Congdon House.

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## OBJECTIVES

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**Comprehensive health care is available to all students. Available services include:**

- Assessment and treatment of acute minor illness and injury
- Health & wellness education to encourage responsible decision making
- Medical/Dental referrals to appropriate health services off campus
- 24-hour infirmary care for illness & injury recovery
- Assistance to faculty & staff regarding health matters
- Blood drawing for lab testing
- Non-invasive lab testing including rapid strep tests, urine pregnancy testing and urine testing for diabetes, hydration and infection.
- Preseason sports evaluations including ImPact baseline concussion testing
- Transportation for students to off-campus medical/dental appointments.
- Monitoring and dispensing medications
- Collaboration with Taft counseling office
- Collaboration with Taft athletic trainers

Please note that allergy shots are not administered by Health Center staff.

There is no charge for using the Martin Health Center. There are fees, however, for transportation to appointments away from school, rapid strep testing, immunizations, flu shots, prescriptions, x-rays, special order items like splints and cast covers, lab work and medical/dental appointments outside the school. These fees are the responsibility of the student/parent/guardian. We do not file insurance claims.

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## MARTIN HEALTH CENTER PERSONNEL

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### **Diane Fountas, MD**

Dr. Fountas is the school physician and medical director. She is a pediatrician specializing in adolescent medicine. Her private practice is located just seven miles from Taft in Waterbury, CT. She is available to see students in her office when necessary.

### **Lisa Keys, PA-C**

Mrs. Keys is the school physician assistant and director of the Health Center. She has practiced adolescent medicine since 1986. Students may see her Monday to Friday, 10 a.m. to 6 p.m., in the Health Center. She works closely as needed with the school physician, school counselors, athletic trainers, nutritionist, psychiatrist, class deans and parents to coordinate a continuity of care for each student.

### **Annie DeMayo, RN**

Mrs. De Mayo is the director of nursing. She supervises a staff of registered nurses. She is on duty Monday to Friday from 7 a.m. to 3 p.m.

### **Irene Caulfield, RN**

Mrs. Caulfield is the associate director of nursing. She supervises all student medications. She is on duty Monday to Friday from 7 a.m. to 3 p.m.

**Cathy Riefenhauser, RN**

Mrs. Riefenhauser is the assistant director of nursing, supervising night activity. She is on duty Sunday to Thursday from 11 p.m. to 7 a.m.

**Staff Nurses:**

Ingrid Buswell, Helen Camerota, Mary Fusco, Kim Henion, Ann Marjani, Sheri Masotta, Carolyn Minicucci, Heather Chace

Phone: 860-945-7762 Fax: 860-945-7766

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## ATHLETIC TRAINING PROGRAM

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**Maryann Laska PT, ATC, LAT, head athletic trainer**

**Sergio Guerrera ATC, LAT, assistant athletic trainer**

The primary role of the Athletic Training Department is service to the athletic community. The sports medicine staff provides quality health care to all students at the Taft School. We are devoted to the care, prevention, treatment and rehabilitation of injuries with our primary objective being the safety and welfare of all students. The athletic training room is located in the Logan Field House. The athletic trainers are available:

Monday 1:00 p.m.- 6:00 p.m.  
Tuesday 1:00 p.m.- 6:00 p.m.  
Wednesday 12:00 p.m.- 2:15 p.m.  
Thursday 1:00 p.m.- 6:00 p.m.  
Friday 1:00 p.m.- 6:00 p.m.  
Saturday 12:00 p.m.- 2:15 p.m.

Wednesday and Saturday training room hours change due to game coverage. During the winter term the room is open until the end of evening practices.

Phone: 860-945-7713 Fax: 860-945-7942

**LOCAL HOSPITALS**

**St Mary's Hospital** in Waterbury is used for most emergency services. The main phone number is 203-709-6000. The emergency department number is 203-709-6004.

**Waterbury Hospital** is used primarily for emergency psychiatric assessments and hospitalizations. Taft's consulting psychiatrist is on staff there. The phone number is 203-573-6290.

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## FOR NEW PARENTS

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It is our hope that your child will rarely, if ever, need our services. If, however, your child is sick or injured, the Health Center staff is available 24 hours a day 7 days a week while school is in session. You can call us any time with any questions or concerns you have about your child.

All students are required each year to have a completed, updated health physical form on file in the Health Center. Immunization records, including a skin test for tuberculosis, must also be on file. All students are required to have a consent to treat form as well. If your child takes any medication, the authorization for medication forms must be filled out by the prescribing physician, signed by you and returned to us. It is the parents' or guardians' responsibility to keep the Health Center updated with any changes in medical condition and/or health insurance information. Please note that your child may not start classes until all health information has been filed with the Health Center.

There is a section on the physical form concerning your child's mental health history and any treatment he or she may have received. Please make every effort to answer the questions in this section openly and thoroughly. We will share pertinent information with our counselors in order to provide your child with appropriate support and/or treatment.

All students are required to have health insurance that covers them in Connecticut. Please call your insurance company to verify coverage. If there is any question whether your insurance covers treatment of your child while he or she is at school, please call the Health Center as soon as possible.

A copy of both sides of your insurance card should be on file in the Health Center.

For further information, or for copies of our forms, please go to [www.TaftSchool.org/parents/healthcenter/](http://www.TaftSchool.org/parents/healthcenter/)

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## CONFIDENTIALITY

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We teach students to take responsibility for their health and well-being. We encourage preventive health-care maintenance, including but not limited to eating well, getting enough rest, exercising and avoiding risky behaviors. Health Center visits are kept confidential; however, students are encouraged to keep their families informed of any health problems.

*In Loco Parentis:* Due to the unique atmosphere of a boarding school, it may be necessary to discuss the health care of students with pertinent faculty members to assure that safe health care is provided and observed when a faculty member is acting *in loco parentis* (acting as a temporary guardian of a child; assuming the obligations incident to the parental relation). Information will be shared on a need-to-know basis.

Confidentiality of student information is based on legal and ethical precepts derived from federal mandates, state mandates and ethical standards for allied health professionals. Students have the right to privacy. Information they share with health-care providers will not be further disclosed without their permission. There are, of course, exceptions **which require health-care providers to disclose certain health information to certain agencies and/or individuals:** statutory rape, suspicion of abuse or neglect and imminent harm to self or others.

It is our goal to establish a trusting relationship that will encourage students to speak candidly when seeking health care. Students must feel comfortable sharing factual and complete health and lifestyle information in order for the Health Center staff to make accurate diagnosis and provide effective treatment. Please note that in Connecticut minors (persons under the age of 18) have the right to receive certain

types of medical care without parental consent, including emergency care and treatment, abortion services, contraceptive services, prenatal care, STD/HIV/AIDS services, treatment for alcohol and/or drug abuse, and outpatient mental health. As noted above, students are encouraged to keep their families informed and involved in their health-related matters.

It is the responsibility of students and parents, if they know of any life-threatening or dangerous situations or conditions, to inform appropriate personnel.

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## **PATIENT RIGHTS & RESPONSIBILITIES**

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The Health Center staff holds as their primary responsibility the health, safety, welfare and dignity of all human beings. We believe students in our care have certain rights and responsibilities.

### **Students have the right:**

- To be treated with dignity and respect
- To know the names and professional status of those serving you
- To privacy and confidentiality in your records concerning treatment
- To expect that we will respond to your request for services, evaluations and referrals to the best of our ability
- To be informed of the significant beneficial effects, side effects and problems of treatment
- To participate in choosing a form of treatment
- To consent to, or refuse any care or treatment
- To be informed about services and any related costs
- To receive appropriate referrals to a different health professional if not satisfied
- To present questions or grievances to health personnel

### **Students have the responsibility**

- To seek medical attention promptly
- To give accurate information about your medical history
- To ask about anything you do not understand
- To report any significant changes in symptoms or failure to improve
- To respect Martin Health Center policies and procedures
- To treat all personnel and health professionals with courtesy and respect
- To keep appointments or cancel in a timely manner
- To seek non-emergency care during regular hours, not during classes
- To provide useful feedback about our services and policies
- To know the names, purposes and effects of medications prescribed to you

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## MEDICAL INFORMATION

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- Students are required to report to the Health Center all medications they are taking.
- Prescription medications should be brought directly to the Health Center upon a student's arrival on campus. Parents/guardians should hand-deliver controlled substances—such as stimulant medications for ADD/ADHD or narcotics for pain—to the Health Center or mail them directly from home to the Health Center. Under no circumstances may they be kept in a student's room. Students keeping medications in their rooms are in violation of Taft's major school rule concerning drugs/alcohol.
- Controlled substances are stored in the Health Center and counted on a daily basis at each change of shift. Please ask your pharmacist to bubble-pack these prescriptions. Bubble packing protects medication from handling during counting. If your pharmacy does not bubble pack, please consider having the prescriptions filled at Health Complex Pharmacy.\*
- Medications must be brought to the Health Center in their original containers, labeled with student's name, doctor's name, date, prescription number, medication name, dosage and directions for administration. Outdated medications and medications improperly labeled by a pharmacy will not be accepted.
- Authorization to administer medications must be in writing by the prescribing physician. Parents must co-sign the doctor's orders. Medication authorization forms may be printed off the school web site ([www.TaftSchool.org/parents/healthcenter/](http://www.TaftSchool.org/parents/healthcenter/)). All medications will be dispensed as prescribed.
- It is assumed that a student will take responsibility for taking their medication as prescribed. Parents will be notified if a student is non-compliant. If non-compliance becomes frequent the prescribing physician will be notified to resolve the matter.
- At the recommendation of the American Heart Association, Taft strongly suggests that any student taking stimulant medication for ADD/ADHD have an electrocardiogram (EKG) along with the routine health exam. Please forward those results to the Taft School Health Center.
- Local Pharmacy

Health Complex Pharmacy delivers prescription medication to the Health Center. They bubble pack prescriptions. We recommended that student insurance and credit card information be placed on file there. Phone number is 860-274-8816. FAX number is 860-945-1728.

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## MEDICAL LEAVE OF ABSENCE POLICY

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There are situations in which a student's medical condition interferes significantly with his or her ability to meet academic and social demands of the school. The headmaster reserves the right to mandate medical leave for any student who demonstrates the inability to remain at Taft for health reasons that cannot be adequately treated while the student is at school. A medical leave of absence will be reviewed on a case-by-case basis in conjunction with the policies of the Academic Office.

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## PARENTS FREQUENTLY ASKED QUESTIONS

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### **When can a student visit the Health Center?**

The Health Center is open 24/7 when school is in session. Students should make every effort to visit the Health Center during a free period so as not to miss class, school meeting, assembly or other required activity. In an emergency, of course, a student may visit the Health Center any time.

### **Is a student ever required to stay in the Health Center?**

A student with a fever, an illness that would significantly impair the student's ability to function in class or a contagious illness such as chicken pox, are examples of conditions that would prompt the Health Center staff to require the student to be admitted to the Health Center. A student taking narcotic medication for pain is also required to stay at the Health Center.

### **What happens if a student gets sick in the middle of the night?**

A student who becomes ill at night must notify the faculty member or corridor monitor on duty. That responsible person will arrange to escort the student to the Health Center.

### **Will the Health Center automatically call me if my child is sick and needs treatment?**

Students are asked to keep their parents updated on all health issues. Parents are always called if a student is admitted to the Health Center or if he or she needs treatment in the emergency room. We encourage parents to call any time they have questions or concerns about student health issues.

### **What should I do if my child is sick at home?**

The Health Center should be notified of any student sick at home. If your child has a fever they should remain at home until completely well. The Dean's Office should also be notified, so appropriate faculty are kept informed.

### **What should I do if my child's physician recommends medication and/or other treatment, at school?**

We are happy to coordinate care with your child's physician. Written orders from the physician are needed in order for any treatment and/or medication to be administered through the Health Center. Have the doctor fill out a medication authorization form and FAX it to the Health Center at 860-945-7766. The form can be printed from the school's website at [www.TaftSchool.org/parents/healthcenter/](http://www.TaftSchool.org/parents/healthcenter/)

### **What do I do if my child is sick or injured and cannot participate in regular activities?**

When a student's physician limits participation in sports or other activities, a *written* doctor's note must be presented to the Health Center. Clearance to return to full activity must be in writing, as well.

### **My child wants to play sports, but the Health Center won't give clearance. Can my own doctor give clearance?**

Please keep in mind that the Health Center staff puts your child's health and well-being above all else. Years of experience have taught us that an ill or injured student is at a much higher risk for severe injury if allowed to participate in sports. It is our hope that parents will support our decisions concerning sports participation. We would encourage your child's physician to call us. If your child is examined by a physician and clearance is given, it must be provided *in writing*.

**How can a student arrange to see a doctor or dentist off campus?**

The Health Center staff will assist the student in making any appointments needed. We will also arrange for transportation to and from the appointment if needed. There is a transportation fee.

**Can a student get a referral to talk to a counselor or therapist?**

A student can initiate this action by going directly to the counseling office or discussing it with Health Center personnel, the advisor, the class dean or other faculty member.

**Can a student get a referral to talk to a nutritionist?**

Yes. Students may see a nutritionist at their family's expense; private payment arrangements must be made between you and the nutritionist when your child makes his or her first appointment.

**Is a student permitted to keep medication in his/her room?**

No, not without specific permission from Mrs. Keys. Students must report all medications to the Health Center staff. Mrs. Keys will allow certain medications to be kept in a student's room. Contact the Health Center for specific details related to you. *Under no conditions will students be allowed to have controlled or psychotropic medications in their rooms.*

**What does a student need to do if traveling abroad on a school-sponsored trip?**

A pretravel healthcare visit is recommended for all international travel. Both St. Mary's and Waterbury Hospital have travel clinics. They can provide up-to-date information concerning foreign travel and immunization/medication recommendations. A student should arrange an appointment at a travel clinic well in advance of, at least a month before, any travel plans. For March break travel, a student should arrange an appointment at home during the December holiday.

**When can a student see the athletic trainers?**

The athletic trainers are available Monday thru Saturday for evaluation and treatment of injuries. This service is free of charge. There are fees, however, for protective equipment provided by the athletic trainers. This includes, but is not limited to splints and braces. The athletic trainers work closely with Health Center personnel. All doctors' orders for treatment for athletic injuries need to be in writing.

**What is the ImPact test?**

All new students are required at the beginning of the school year to take a 20-minute baseline computer test called ImPact. ImPact is used in the management of concussions. The test is set up like a video game and tracks information such as memory, reaction time and concentration. Once a student takes the test, unless he or she sustains a concussion, a retest should not be necessary for the remainder of that student's career at Taft.

**What is a Physician Assistant (PA)?**

A Physician Assistant is a health-care professional licensed to practice medicine with physician supervision. PAs conduct physical exams, diagnose and treat illnesses, order and interpret tests, counsel on preventive health care, assist in surgery and, in most states, including Connecticut, are permitted to write prescriptions. Within the physician-PA relationship, physician assistants exercise autonomy in medical decisionmaking and provide a broad range of diagnostic and therapeutic services. A PA's practice may also include education, research and administrative services. PAs are trained in intensive education programs accredited by the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA). Because of the close working relationship PAs have with physicians, PAs are educated in the medical model designed to complement physician training. Physician Assistants are required to pass a national certification examination developed by the National Commission on Certification of PAs in conjunction with the National Board of Medical Examiners. To maintain national certification, PAs must accrue 100 hours of continuing medical education every two years and sit for a recertification every six years. Graduation from an accredited physician assistant program and passage of the national certifying exam are required for state licensure.

**How does the Health Center staff interface with the school's other health-care personnel?**

The director of the health center, the director of counseling and the head athletic trainer take a team approach to coordinating the care of every student. There is frequent communication between all three offices in an effort to comprehensively monitor treatment and recovery from illness, injuries and mental-health issues.

**How does the Health Center interface with other faculty?**

All medical records are kept confidential. However, with your child's permission, medical information may be shared, on a need-to-know basis, with the dean, advisor, coach, headmaster and any other faculty deemed necessary. Sensitive communication with all those who support your child is a Taft hallmark.

**Will teachers be informed if my child is sick in the Health Center?**

A daily list of students who are sick or injured in the Health Center or at home is posted to the faculty/staff electronic news. Students are asked to e-mail their dean, advisor, teachers and coaches to keep them informed. Detailed information on student health is shared with faculty only if a student requests it.

**How can I be helpful?**

Encourage your child to get enough sleep and to eat well. Advise them to get a yearly flu shot. If they are sick at home, keep us informed and please do not return them to school until they are better. Please arrange routine, elective health procedures like dental cleanings and eyeglass/contacts lens appointments, etc., while your child is home on holiday from Taft. Be sure to fill out appropriate health forms completely and promptly. Inform us of any pertinent changes. And please call us any time you have a question or concern about your child.



## Martin Health Center

### The Taft School

110 Woodbury Road  
Watertown, Connecticut 06795  
860-945-7762  
FAX: 860-945-7766  
[HealthCenter@TaftSchool.org](mailto:HealthCenter@TaftSchool.org)