

Taft



**2017 PARENT'S GUIDE TO
HEALTH SERVICES AT TAFT**

IMPORTANT NUMBERS

MARTIN HEALTH CENTER

860-945-7762

FAX: 860-945-7766

healthcenter@taftschool.org

ATHLETIC TRAINERS

860-945-7713

FAX: 860-945-7942

COUNSELING OFFICE

860-945-7816

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

INTRODUCTION

The Martin Health Center, located on the ground floor of Congdon House, is a 13-bed infirmary, inspected and licensed by the State of Connecticut. It is open 24 hours a day, seven days a 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 primary 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.

HISTORY OF THE MARTIN HEALTH CENTER

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, dumbwaiter 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 what is now USG Dormitory, where it was located until 1979, when it was moved to its present location at the east end of Congdon House. In the summer of 2015 the entire Health Center was remodeled within its existing footprint.

OBJECTIVES

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
- Basic lab testing including hemoglobin, urine pregnancy testing and urine testing to assess such things as diabetes, hydration and infection.
- Preseason ImPact baseline concussion testing
- Monitoring and dispensing medications
- Collaboration with Taft counseling office
- Collaboration with faculty and academic deans
- Collaboration with Taft athletic trainers

Please note that allergy shots are not usually 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, 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.

The Health Center's primary goal is to provide excellent health care to Taft students. The Health Center generally does not treat adults and families within the Taft community unless it is an emergency. In the event of such emergency, those treated should know that their health related information may be shared among the Taft Health Center, Campus Safety employees, and others within the Taft community to effectuate care and ensure the safety of the community.

MARTIN HEALTH CENTER PERSONNEL

Diane Fountas, MD

Dr. Fountas is the school physician and medical director. She is a pediatrician specializing in adolescent medicine. Dr. Fountas is on campus daily and sees students in a primary care model, taking advantage of her previous experience of more than 25 years in private practice in Waterbury. A physician is always on call, 24 hours a day.

Sheri Masotta, Director of Nursing

Ms. Masotta is the director of nursing. She supervises a staff of registered nurses. She is on duty Monday through Friday.

Deborah Vieira, Assistant Director of Nursing

Meredith Fontaine, Administrative Assistant

Staff Nurses

All nurses are registered and licensed in the State of Connecticut.

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

ATHLETIC TRAINING PROGRAM

Sergio Guerrero, ATC LAT, Head Athletic Trainer

Rachel Cohen, ATC LAT CKTP EMT SFN, Athletic Trainer

Maggie Duer-Wilson, M.S., ATC LAT PES, 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 & SUBSPECIALISTS

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. The phone number is 203-573-6290.

Subspecialists are available for referral in most specialties. The Health Center will be happy to facilitate such referrals.

POLICIES & PROCEDURES

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 yearly health physical form on file in the Health Center.

Immunization records must also be on file and up to date. Tuberculin testing is required before entering Taft for the first time. 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'/guardians'/student's 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.

Important Information for Public Safety & Infectious Disease: The Health Center may, in its discretion, require students with highly contagious illnesses or diseases to return home for the duration of the illness. The Health Center also may require students to return to their home in the event of a public health outbreak.

Important Information Regarding Concussions: A recently enacted Connecticut law now requires us to provide you with important information regarding concussions, particularly sport participation and the risk of concussions. The law was enacted as a means to reduce the number of concussions in children. It requires us to provide parents with written information regarding concussions and the treatment of concussions at Taft. The law also requires all parents to sign an informed consent authorizing their child to participate in school athletics at Taft. Taft requires this form to be signed for all students whether they participate in athletics or not. Without this document, a student cannot participate in any activity. This law also requires signed permission from a parent/guardian allowing a student to resume activity following a concussion.

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.

The Health Center does not accept previously filled controlled medications. All controlled medications must be filled directly by Health Complex Pharmacy in Watertown.

We will do our best to accommodate transportation to off-campus medical appointments. Please be aware that there is a \$30 hourly fee for transportation to off-campus medical appointments.

For further information, or for copies of our forms, please go to www.taftschool.org/parents

CONFIDENTIALITY

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 at Taft.

PATIENT RIGHTS & RESPONSIBILITIES

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

MEDICAL INFORMATION

- 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. Under no circumstances may any medications—prescription or otherwise, including most over-the-counter medications—be kept in a student's room without the approval of the Health Center. With few exceptions, students keeping medications in their rooms without Health Center approval 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. **The Health Center does not accept previously filled controlled medications. All controlled medications must be filled directly by Health Complex Pharmacy in Watertown.**
- Controlled medications will NOT be mailed, nor will medications be kept over the summer. Medications not picked up at the end of the school year will be destroyed.
- 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). 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. Medications not taken as ordered may be placed on hold by the Taft medical director.
- 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.
- It is recommended that you keep an additional prescription of your child's medication at home for times when your child is home on vacation from school.
- 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.

LEAVES OF ABSENCE

MEDICAL LEAVE:

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 in consultation with the medical director 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 and Health Center. See also the *Student Handbook*.

PSYCHOLOGICAL LEAVE:

There are situations in which a student's emotional condition interferes significantly with his or her ability to meet academic and social demands of the school. The headmaster in consultation with the director of counseling and perhaps with the medical director reserves the right to mandate 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 leave, short term, extended or emergent will be reviewed on a case-by-case basis in conjunction with the policies of the Academic Office, Counseling Office and Health Center. See also the *Student Handbook*.

PARENTS' FREQUENTLY ASKED QUESTIONS

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. If students are admitted to the Health Center, they will communicate directly with their parents via email or phone. Parents will be called directly by the Health Center if a student needs treatment in the emergency room or by a specialist. 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 or contagious disease they should remain at home until completely well and they are fever-free for 24 hours without the use of fever reducing medication. 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

Does my child need a TB test?

Tuberculosis screening is required of every student before arriving at Taft the first year. Students who receive a BCG vaccine still need to be screened—either with a skin test or a blood test.

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 will not 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 assist with, but cannot guarantee, transportation to and from the appointment if needed. There is a \$30/hour 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.

What do we do about medications over breaks and holidays?

It is a good idea to have a supply at home. We encourage you to pick up your child's medication at the Health Center when picking up your child. Medications not picked up at the end of the school year will be destroyed. Controlled medications will NOT be mailed home, nor will any be kept over the summer.

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

No, not without specific permission from the Taft medical director. Students must report all medications to the Health Center staff. 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 pre-travel 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 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 through 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. A second baseline ImPact is done in the student's third year at Taft.

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.

Notes



2017-18

Martin Health Center

The Taft School
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Watertown, Connecticut 06795
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