HSU Course Outline

Health Management – Leaders in Health Services

HSERVMGMT

2 Days

Description

As part of comprehensive health services, every Head Start program must provide services to promote health, behavioral health, and safety for children and families. New and experienced health services staff can use resources to learn more about health services and the role of health services staff. This course is designed for two days of in-depth training and also includes professional development resources for health services staff, child care health consultants, and others who support health services across all early care and education settings. This two day course is an action plan to help health managers determine what needs their attention, how to structure their work, and ways to continue to grow and learn. The course is based on the core areas of health and behavioral health. Each lesson will begins with a list of applicable rules, regulations, guiding standards, and considerations related to social determinants of health. Managers will learn about the Health Competencies and how they can use the competencies to learn more about the attitudes, knowledge, and skills needed to deliver high-quality health and safety practices. Leaders will learn there will be some competencies where one excels, and others where one may benefit from continued learning. Developing staff's skills in many categories will help Health Managers to manage their Head Start health services. Managers will learn how to use these competencies to hire, develop, and keep qualified staff. Health services managers and staff, supervisors, and program directors will learn to use the competencies as the most important ways to keep children, families, and staff healthy and safe. Health leaders and staff can also use the competencies to identify their areas of strength and areas for improvement. Leaders participating in this course will improve the ability of the staff and the program to offer high-quality early childhood health services and help children and families achieve positive health outcomes. Managers will learn how to use the competencies to: Explore values and ideas about health care practices, Examine how to talk to families about health topics, Hire and supervise health services staff and Create individualized professional development plans for health staff. The course includes actionable tips and strategies for the health manager and considerations related to trauma. It also features tips and resources that support professional development for health managers and staff, as well as collaboration with families. Programs may choose to incorporate all or part of this course into professional development activities based on their staff interest and needs. Some information learned may also be useful to other program staff, including managers, education staff, family advocates, and transportation staff.

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Prerequisites

- Knowledge of Performance Standards
- Knowledge of CFR

Who Should Take This Course?

This course is for anyone responsible for the management and oversight of health services across all Head Start settings. In many programs, the person primarily responsible for this is the health manager; in some programs, they are called health coordinators, specialists, or directors of comprehensive services. Often, there is a team of people who work together to manage health services. This Health Manager course provides a foundation for new health managers and features updated information and resources for health managers who have been in the role for a while.

Objectives

- ✓ Understanding Head Start Programs and Health Services
- ✓ Conducting Health Services Management
- ✓ Monitoring Physical Health
- ✓ Safety and Unintentional Injury Prevention
- ✓ Managing Infection Control
- ✓ Administering Medication Administration
- ✓ Updating Recordkeeping and Reporting
- ✓ Managing Oral Health
- ✓ Supporting Mental Health and Wellness

- ✓ Managing Children with Special Health Care Needs
- ✓ Managing Nutrition and Physical Activity
- ✓ Integrating Community Health and Mental Health Partnerships
- ✓ Implementing Staff Wellness
- ✓ Conducting Emergency Preparedness, Response, and Recovery

Outline

Day 1

- Head Start Programs and Health Services
  - Regulations and Guidance
  - What Is a Health Manager?
  - The Role of Health Services in Head Start Programs
  - Program Planning
  - Professional Development for Health Managers
- Health Services Management
  - Working with a Trauma-informed Lens
  - Understanding Social Determinants of Health
  - Promotion, Prevention, Early Identification, and Intervention Activities
  - Building a Health Team
  - Health Education
  - Head Start Health Services Year-at-a-Glance
- Physical Health
  - Medical Homes and Well-Child Checkups
  - Immunizations
  - Vision and Hearing Screenings
  - Developmental Screenings
  - Common Childhood Illnesses
  - Physical Health Considerations for Infants and Toddlers
  - Sharing Information About Physical Health
- Safety and Unintentional Injury Prevention
  - Culture of Safety and Active Supervision
  - Safe Indoor Environments
  - Safe Outdoor Environments
  - School Bus Safety Practices
  - Child Passenger Safety in Motor Vehicles
  - Safety and Unintentional Injury Prevention Considerations for Infants and Toddlers
  - Sharing Information About Safety
- Infection Control
  - The Daily Health Check
  - Exclusion for Illness
  - Reporting Illness to Local Public Health Authorities
  - Standard Precautions
  - Hand Hygiene
  - Diapering and Toileting
  - Safe and Effective Cleaning, Sanitizing, and Disinfecting
  - Healthy Air
  - Disaster Preparedness Plans for Health Epidemics and Pandemics
  - Sharing Information About Infection Control
- Medication Administration
  - Medication Administration Procedures
  - Administering Medication
  - Medication Administration Considerations for Infants, Toddlers, and Preschoolers
  - Identification, Communication, and Documentation of Medications
  - Individual Health Care Plans
  - Storage and Disposal of Medications
  - Medication Administration Training

Day 2

- Recordkeeping and Reporting
  - Health Record Management
  - Health Reporting
  - Sharing Information About Recordkeeping and Reporting
  - Implementing Health Competencies
    - Overarching Competencies
    - Child and Family Health Competencies
    - Engaging Families Competencies
    - Leadership Competencies
- Oral Health
  - Oral Health Status
  - Follow-up Oral Health Care
  - Oral Health Promotion and Disease Prevention
  - Oral Injury Prevention and First Aid
  - Traumatic Experiences and Oral Health
  - Oral Health Considerations for Pregnant Women
  - Oral Health Considerations for Infants and Toddlers
  - Sharing Information About Oral Health
- Mental Health and Wellness
  - Engaging Community Partners to Support Mental Health
  - Mental Health Consultation
  - Social and Emotional Developmental Milestones
  - Building Trauma-informed Services
  - Depression
  - Substance Use
  - Sharing Information About Mental Health and Wellness
- Children with Special Health Care Needs
  - Identification of Known or Suspected Special Health Care Needs
  - Individualized Planning for CSHCN
  - A Coordinated Approach to Services
  - Common Special Health Care Needs
  - Infants and Toddlers with Special Health Care Needs
  - Sharing Information About Special Health Care Needs
- Nutrition and Physical Activity
  - Trauma and Nutrition
  - Nutrition Staff and Consultants

- Identifying Children's Nutritional Needs
- Nutrition Services and Food Safety
- Child Feeding Practices
- Choking Hazards
- Physical Activity in Learning Environments
- Infants and Toddlers Nutrition Considerations
- Sharing Information About Nutrition and Physical Activity

Community Health and Mental Health Partnerships

- Health and Mental Health Services Advisory Committee
- Examples of Community Health and Mental Health Partnerships
- Memorandum of Understanding (MOU)
- Community Partnerships Supporting Infants and Toddlers
- Sharing Information About Community Partnerships

Staff Wellness

- Role of the Health Manager
- Staff Wellness Planning
- Sharing Information About Staff Wellness

Emergency Preparedness, Response, and Recovery

- Emergency Preparedness
- Emergency Response
- Emergency Recovery
- Sharing Information with Others