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| Performance Standard: | Subpart D Health Services Program | <h2 style="color: red; text-align: center;">INCA Community Services</h2> <p style="text-align: center;">Head Start & Early Head Start Policies and Procedures</p> <div style="text-align: center;">  </div> |
| Sub Category: | 1304.42 (d)(1)(2)(3) 1302.42 (e)(1)(2) 1302.14 | |
| Policy Council Approval Date: | 7/14/18 | |
| Governing Board Approval Date: | 7/30/18 | |
| Form: | IEP, IFSP | |
| Responsible: | Health Manager | |

Extended Follow-up and Treatment

Policy

INCA ensures each child with a known or suspected health, dental, or developmental problem receives further testing, examination, and treatment from a licensed or certified health care professional.

INCA does not deny enrollment based on a disability or chronic health condition or its severity.

Guidelines

- INCA facilitates further diagnostic testing, evaluation, treatment, and follow-up plan, as appropriate, by a licensed or certified professional for each child with a health problem or developmental delay that may affect the child's development, learning, or behavior.
- INCA provides assistance to parents, as needed, to support them in obtaining any prescribed medications, aids or equipment for medical and dental conditions.
- Health/Disabilities/Mental Health Manager assists with the provision of related services addressing health concerns in accordance with the IEP/IFSP.
- Follow-up plans are implemented as appropriate.

Use of EHS/HS Funds

- EHS/HS funds may be used for professional medical and dental services when no other source of funding is available. When such funds are used INCA will provide documentation of efforts to access other available funding sources.

Documentation and Tracking

- Health/Disabilities/Mental Health Manager enters into ChildPlus determination of whether further testing, examination, or treatment is needed and when testing or treatment is completed.
- INCA uses ChildPlus data to track referrals and services provided and monitors the implementation of a follow-up plan to meet the treatment needs associated with a health, oral health, social/emotional, or developmental problem

Definitions/Acronyms

INCA - Head Start and Early Head Start programs

HS - Head Start program

EHS - Early Head Start program

IEP - Individual Education Plan

IFSP - Individual Family Service Plan

Dissemination of Policy

The policy will be made available to all Head Start employees through the agency's website @ www.incacaa.org. The agency will educate and train applicable employees and supervisors regarding the policy and any conduct that could constitute a violation of the policy.