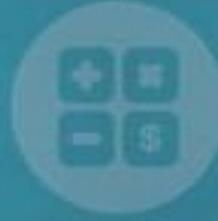


Introduction to:

Student Medical Profile & Medical Incidents

November 2018



ClassMate Student Medical Information

Managing student medical information in ClassMate is easy and efficient, as it provides access to important records for key administrators. Health information is divided into 2 categories:

Student Medical Profile – The profile contains pertinent data on existing student’s medical conditions, such as allergies, immunizations, or medications. Profile data also includes the student’s current medical physician, emergency medical center, and emergency contact information. Users can also setup medial alerts to ensure instructors and administrators are aware of the situation.

Student Medical Incidents – The Incident log provides users the ability to monitor any type of medical treatment provided by the school nurse, including medication dispensing, treatments for cuts or burns, injury details, as well as physical accidents within school grounds that may need to be reported to outside agencies.

Using ClassMate, your school is able to maintain student medical profile and incident information in a secure single central repository.



Medical Profile & Incidents

- Contact & Emergency Information
- Student Medical Profile
 - Demographics
 - Emergency
 - Allowable Medications
 - Alerts
 - Comments
 - Ailments/Disabilities
 - Allergies/Medications
- Student Incident Report
 - Incident Log
 - Incident Detail
 - Incident History
 - Student Medical Incident Report by Date
- Reporting
 - Student Medical Information by Class
 - Student Medical Information Card
 - Student Medical Report



Student Contact Information

ClassMate student enrollment functionality allows users to enter important student contact information. As emergency contact cards are collected or as student contact information changes the data in ClassMate must be updated in a timely fashion to ensure parents and/or guardians can be reached in the event of an emergency or illness

Getting Started

Double **Student Enrollment**>
Double Click **Student Contact Information**



Student Medical Information

Student Contact Information

Select Student Name

Click on the **Contacts** Tab

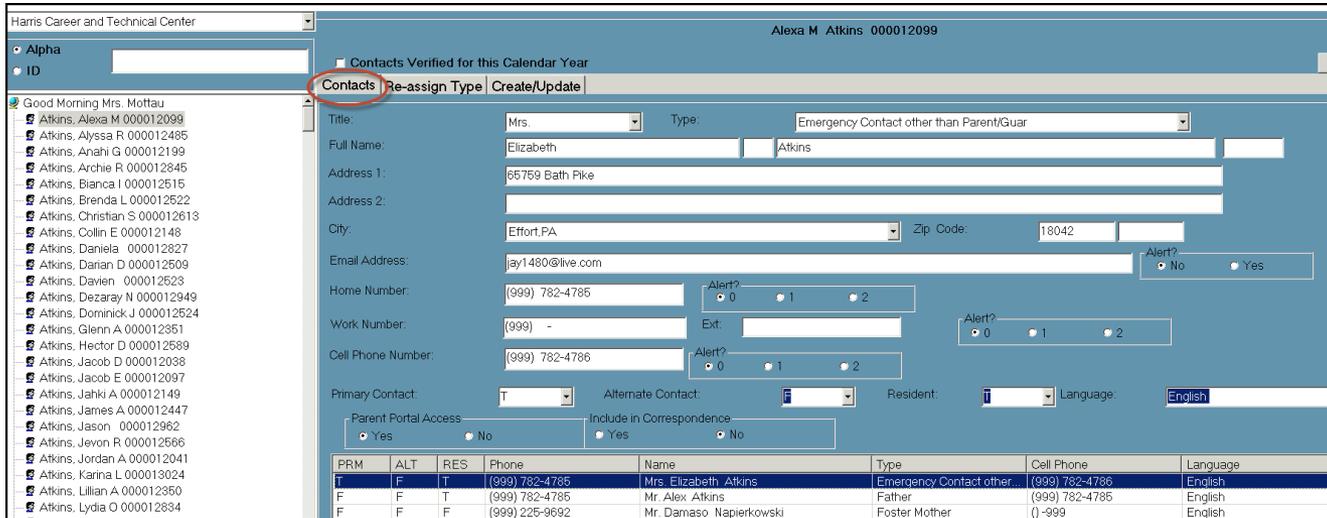
Select the **Title & Type** from the dropdown box

Type or edit the Contact **Address, City or Zip**

Type or edit the contact **Email Address** if provided. * An email address is required for those school using the Parent Portal. Click “Yes” if using the Parent Portal.

Type or edit **Contact Phone Numbers**.

Click “Save”



PRM	ALT	RES	Phone	Name	Type	Cell Phone	Language
T	F	T	(833) 782-4785	Mrs Elizabeth Atkins	Emergency Contact other...	(833) 782-4785	English
F	F	T	(999) 782-4785	Mr Alex Atkins	Father	(999) 782-4785	English
F	F	F	(999) 225-9692	Mr. Damasio Napierkowski	Foster Mother	()-999	English

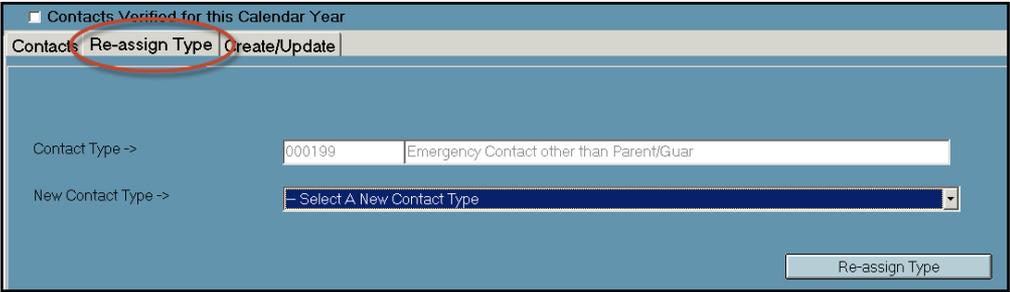


Student Contact Information: Re-Assign Contact Type

- Select **Student Name**
- Click on the **Student Contact Name** for Re-Assignment

PRM	RES	Phone	Name	Type
T	T	(999) 963-2186	Mrs. Tami S Danke	Mother
F	T	(999) 963-2186	Mr. Gary D Danke	Step Father
F	F	(999) 676-5940	Kelly Heard	Alternate Emergenc
F	F	(999) 668-2839	Carol Heard	** Emergency Conta

- Click on the **Re-Assign Tab**
The selected contact type will display
- Click **New Contact Type**
- Select the **New Type** from the drop down menu.
- Click the **Blue Reassign Type Button**
- A message box will display indicating the process is complete



Contacts Verified for this Calendar Year

Contacts **Re-assign Type** Create/Update

Contact Type -> 000199 Emergency Contact other than Parent/Guar

New Contact Type -> Select A New Contact Type

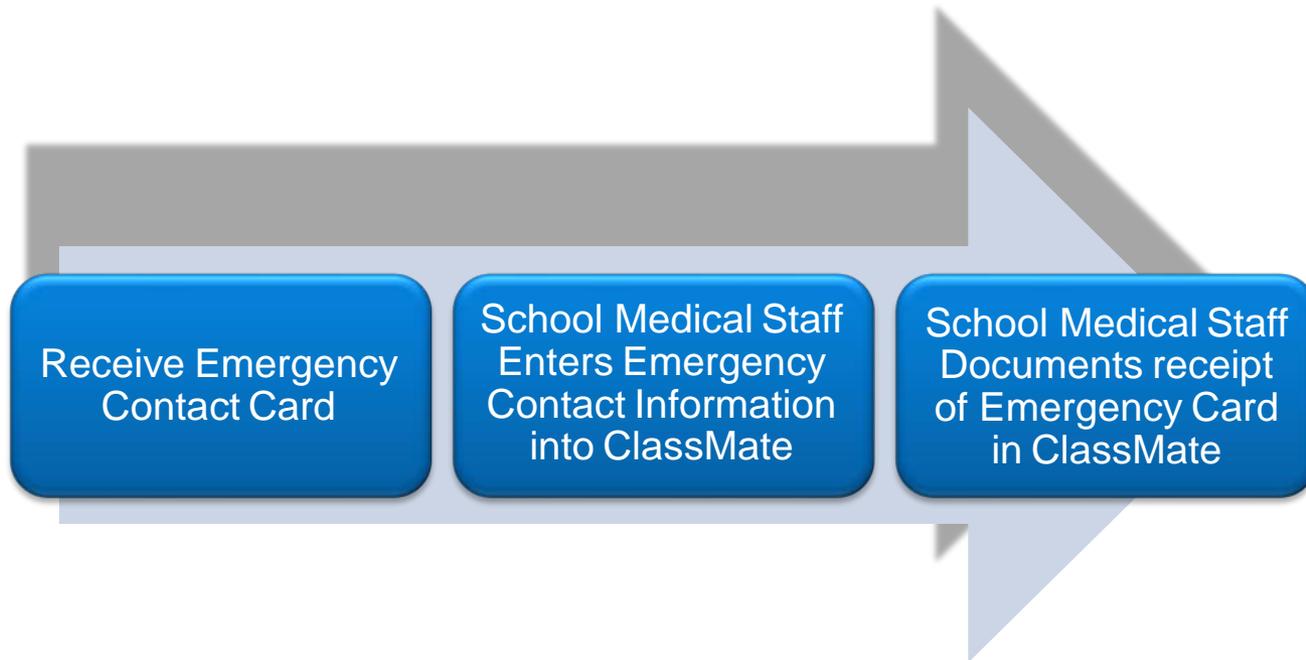
Re-assign Type



Student Medical Information

Documenting Receipt of Student Emergency Cards

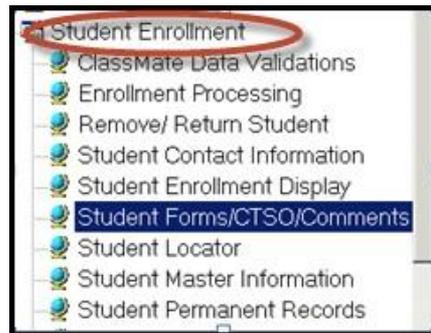
School medical staff will often collect student emergency cards, enter the contacts into ClassMate and then document the form has been received.



Student Medical Information

Documenting Receipt of Student Emergency Cards

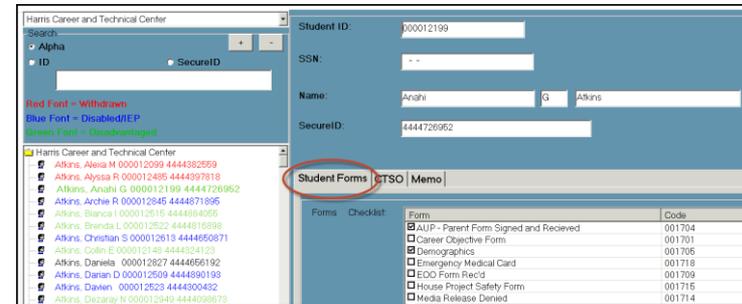
Getting Started



Double **Student Enrollment** > Double Click **Student Forms/CTSO/Student Forms** > **Student Forms Tab**

- Select **Student Name**
- Click on the **Student Forms Tab**
- Click the box to left of the **Form** to select
- Click **“Save”**

Note: If the form you are documenting is **NOT** displayed in the forms list contact your System Administrator



Harris Career and Technical Center

Search: Alpha | SecureID

Student ID: 000012199

SSN: --

Name: Anahi G Askins

SecureID: 4444726962

Red Font = Withdrawn
 Blue Font = Disabled/IEP
 Green Font = Disadvantaged

Harris Career and Technical Center

- Atkins, Aleva M 000012059 4444302559
- Atkins, Alyssa R 000012485 4444307818
- Atkins, Anahi G 000012199 4444726962
- Atkins, Archa R 000012845 4444871895
- Atkins, Bianca I 000012515 4444884055
- Atkins, Brandon L 000012522 4444019089
- Atkins, Christian S 000012613 4444650871
- Atkins, Collin E 000012148 4444324123
- Atkins, Daniela 000012827 4444656192
- Atkins, Darian D 000012509 4444980193
- Atkins, Dawnen 000012523 4444300432
- Atkins, Dezary N 000012940 4444098673

Student Forms | CTSO | Memo

Forms	Checkbox	Form	Code
<input checked="" type="checkbox"/>		ADIP - Parent Form Signed and Received	001704
<input type="checkbox"/>		Career Objective Form	001701
<input type="checkbox"/>		Demographics	001705
<input type="checkbox"/>		Emergency Medical Card	001718
<input type="checkbox"/>		EQO Form Rec'd	001759
<input type="checkbox"/>		House Project Safety Form	001715
<input type="checkbox"/>		Media Release Denied	001714

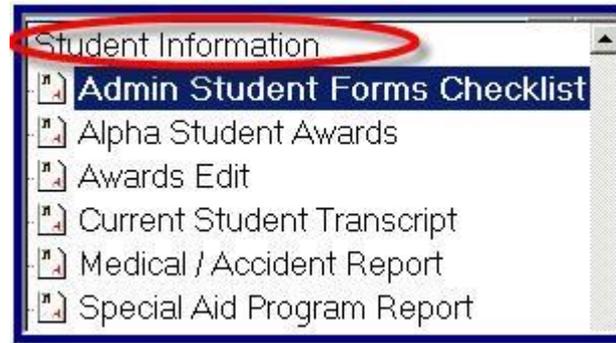


Student Medical Information

Student Forms Reporting

ClassMate has the ability to generate reports related to student forms. The following report can be generated:

- Admin Student Forms Checklist
- Returned Student Forms
- Teacher Student Forms Checklist



Getting Started

Double Click **My Reports Folder** >
 Double **Student Information**
 > **Admin Student Forms Checklist**

Student Forms Checklist											
Printed on: 11/12/2009											Page
12.0503 Culinary Arts AM Session	001701 A. Driving Forms Returned	001702 B. Driving Permission Granted	C. 001703 Emergency Data Card	D. 001704 Emergency Preparedness	J. 001705 Permission to Give KI	E. Internet Access Form Returned	001707 F. Internet Access Granted	G. 001708 Notification of Rights	001709 H. Directory Information Released	001710 I.D. Ir. of Info. Rel. to Milk./Coll.	001711 L. Pesticide Notification Form
Akian, Ashley E	11	X	X	X							



Student Medical Information

Student Medical Profile

ClassMate Student Medical Profile allows the school medical staff to conveniently store vital medical and emergency information in one location. This information is easily accessible and can generate a variety of reports

Getting Started

Double Click **Student Information** >

Double Click **Student Medical Profile**



Student Medical Information

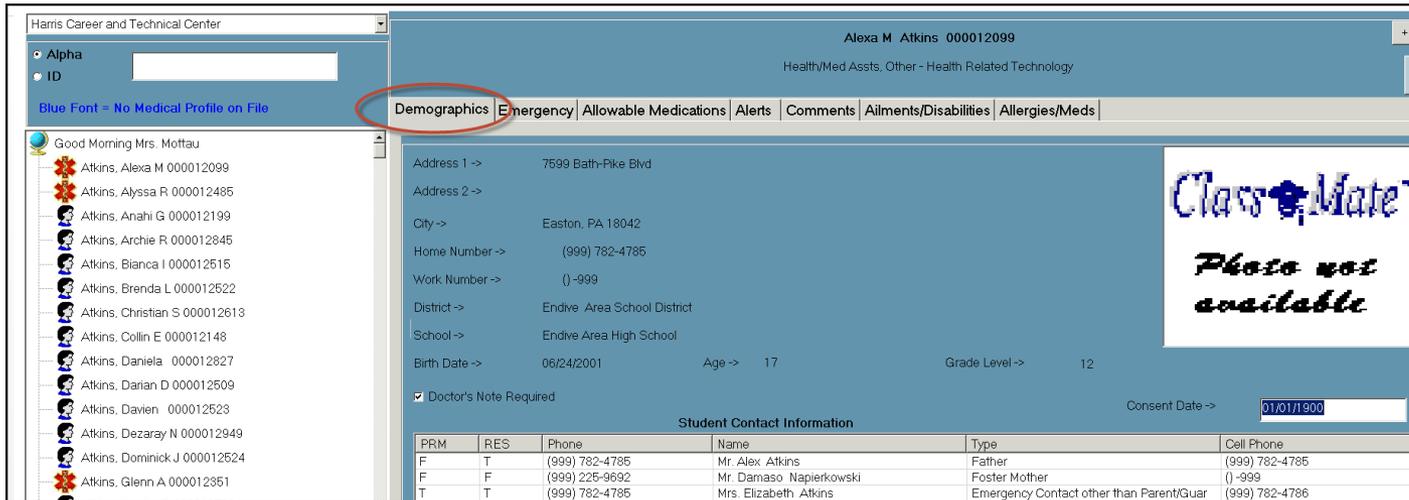
Student Medical Profile: Demographics

- Select **Student Name**
- Click on the **Demographics Tab**
- The information contained on this tab is being pulled from the student Master File. The tab provides the following data:

Address
Phone Numbers
District & School

Birth Date
Age
Grade Level

Contact Information



Harris Career and Technical Center

Alexa M. Atkins 000012099
Health/Med Assts, Other - Health Related Technology

Alpha
ID

Blue Font = No Medical Profile on File

Demographics | Emergency | Allowable Medications | Alerts | Comments | Ailments/Disabilities | Allergies/Meds

Good Morning Mrs. Mottau

- Atkins, Alexa M 000012099
- Atkins, Alyssa R 000012485
- Atkins, Anahi G 000012199
- Atkins, Archie R 000012845
- Atkins, Bianca I 000012515
- Atkins, Brenda L 000012522
- Atkins, Christian S 000012613
- Atkins, Collin E 000012148
- Atkins, Daniela 000012827
- Atkins, Darian D 000012509
- Atkins, Davien 000012523
- Atkins, Dezaray N 000012949
- Atkins, Dominick J 000012524
- Atkins, Glenn A 000012351

Address 1 -> 7599 Bath-Pike Blvd
Address 2 ->
City -> Easton, PA 18042
Home Number -> (999) 782-4785
Work Number -> ()-999
District -> Endive Area School District
School -> Endive Area High School
Birth Date -> 06/24/2001 Age -> 17 Grade Level -> 12
Consent Date -> 01/01/1900

Doctor's Note Required

ClassMate
Photo not available

PRM	RES	Phone	Name	Type	Cell Phone
F	T	(999) 782-4785	Mr. Alex Atkins	Father	(999) 782-4785
F	F	(999) 225-9692	Mr. Damaso Napierkowski	Foster Mother	()-999
T	T	(999) 782-4785	Mrs. Elizabeth Atkins	Emergency Contact other than Parent/Guar	(999) 782-4786

Note: Student demographic information cannot be edited from this screen

Student Medical Profile: Demographics

- **Doctor's Note Required** : In many schools, it is policy that when a student is absent for a certain number of days, the school then requires a doctor's note for all absents that occur after the student has reached the absent limit

The Doctor's Note Required field when selected (checked) will display in the **Attendance by Student Module** to alert the attendance clerk that this student requires a doctor's note for any absences they may accrue

- **Consent Date**: The consent date field should be populated with the date the parent authorized School Medical Personnel to administer allowable medications
- Type Date in field in the following format: mm/dd/yyyy
- Click **“Save”**



The screenshot shows a form titled "Student Contact Information". On the left, there is a checkbox labeled "Doctor's Note Required" which is checked. On the right, there is a text field labeled "Consent Date ->" containing the date "01/01/1900".

NOTE: The information in this module remains on the System and is only purged for Seniors or Inactive students during your sites Annual System Rollover.
Consent Date resets to 01/01/1900 only.



Student Medical Information

Student Medical Profile: Emergency

- Select **Student Name**
- Click on the **Emergency Tab**

Type all known information into the appropriate fields (This is optional information). The tab provides the following data:

Hospital & Hospital Phone Number

Emergency Squad Name & Phone Number

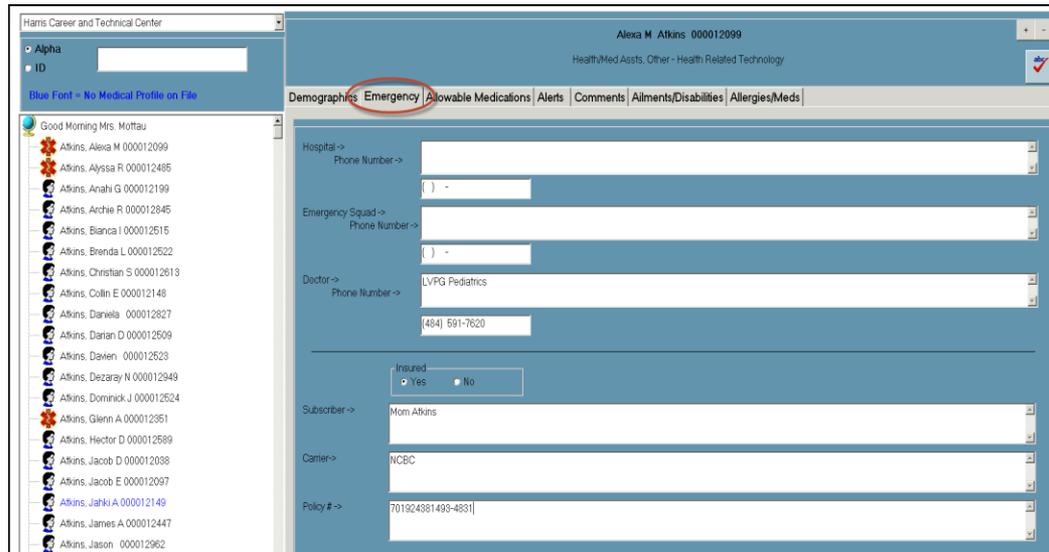
Doctor Name & Phone Number

Insurance

Subscriber

Carrier

Policy #



The screenshot displays the 'Emergency' tab of a student medical profile for Alexa M. Atkins. The form includes the following fields:

- Hospital -> (empty)
- Phone Number -> (empty)
- Emergency Squad -> (empty)
- Phone Number -> (empty)
- Doctor -> LVPG Pediatrics
- Phone Number -> (484) 591-7620
- Insured -> Yes (selected)
- Subscriber -> Mom Atkins
- Carrier -> NCBC
- Policy # -> 701924361493-4631



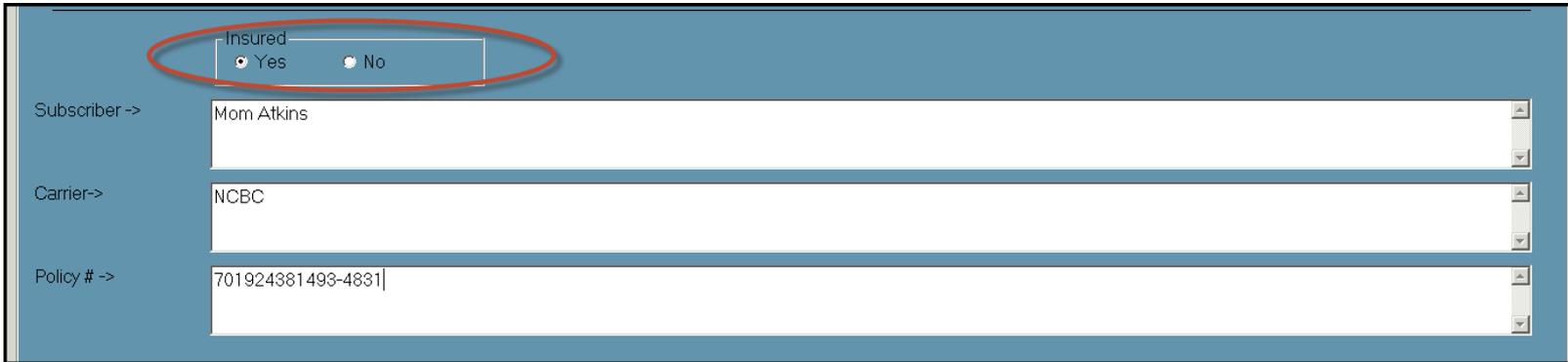
Student Medical Information

Student Medical Profile: Emergency

- If the student has insurance, Click **“Yes”** . After the **“Yes”** radio button has been filled, 3 additional insurance related fields will display.
- Type all known information into the appropriate fields
- Click **“Save”**

The Insurance fields provide the following data:

- Subscriber Name
- Carrier
- Policy #



Insured
 Yes No

Subscriber -> Mom Atkins

Carrier-> NCBC

Policy # -> 701924381493-4831

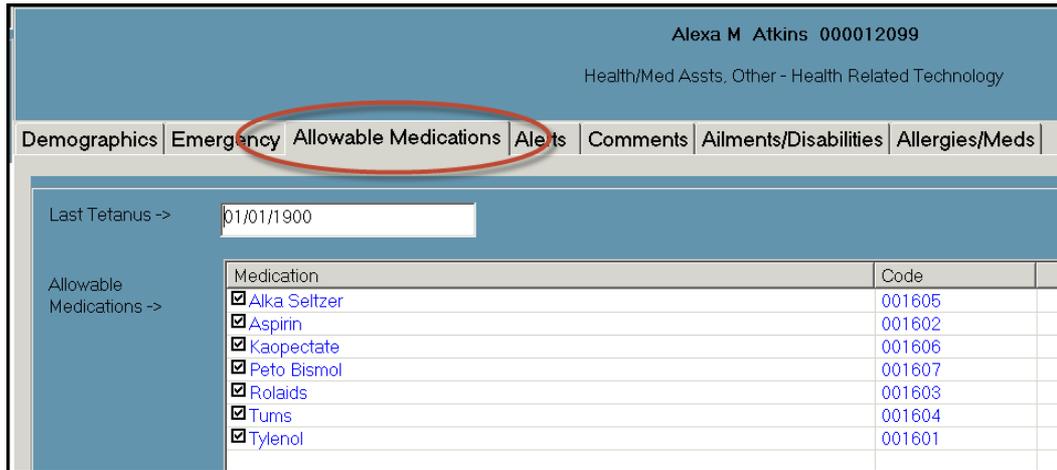


Student Medical Profile: Allowable Medications

A listing of allowable medications the student is authorized to receive can be created, maintained and identified in ClassMate on the **Allowable Medications Tab**

Contact your System Administrator with the list of medications. The SA will enter the information in Master Codes so it is available for use in this module

- Select **Student Name**
- Click on the **Allowable Medications Tab**
- Select the medications the student is authorized to receive
- Enter the last Tetanus shot date if known.
- Click **“Save”**



Alexa M Atkins 000012099
Health/Med Assts. Other - Health Related Technology

Demographics | Emergency | **Allowable Medications** | Alerts | Comments | Ailments/Disabilities | Allergies/Meds

Last Tetanus -> 01/01/1900

Allowable Medications ->

Medication	Code	
<input checked="" type="checkbox"/> Alka Seltzer	001605	
<input checked="" type="checkbox"/> Aspirin	001602	
<input checked="" type="checkbox"/> Kaopectate	001606	
<input checked="" type="checkbox"/> Peto Bismol	001607	
<input checked="" type="checkbox"/> Roloids	001603	
<input checked="" type="checkbox"/> Tums	001604	
<input checked="" type="checkbox"/> Tylenol	001601	



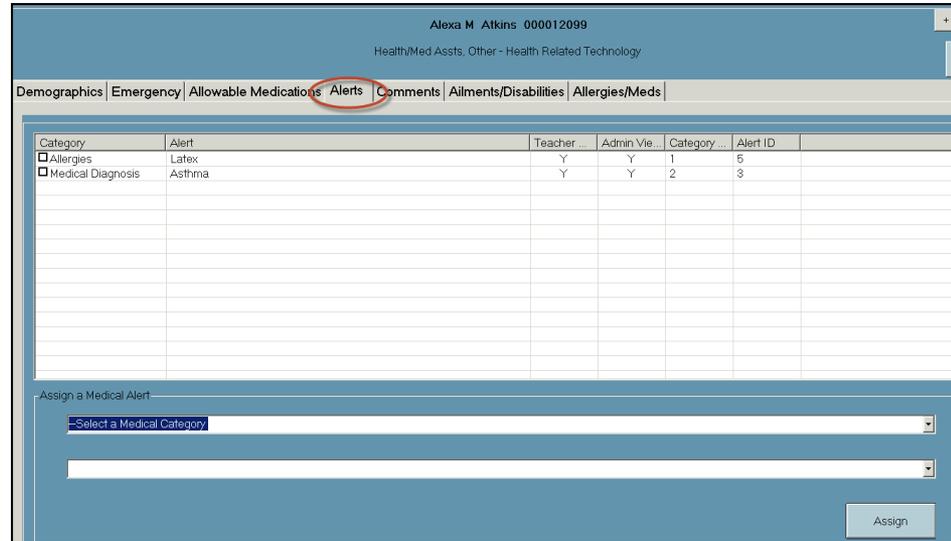
Student Medical Information

Student Medical Profile: Alerts

ClassMate functionality allows users to create medical alerts that are viewable by either the Instructional Staff, Administration or both. These alerts are created and maintained by the school nurse & can be edited/adjusted as needed. Prior to using the **Medical Alerts Tab**, the nurse should create a list of medical categories with the associated medical alerts that fall within the category. ClassMate has a medical alert worksheet to assist with this process. Once the list is established, the categories and alerts need to be entered into ClassMate. The alerts can then be assigned to individual students.

Getting Started

Double Click **Student Information** >
Double Click **Student Medical Profile**
> **Alerts Tab**



Alexa M Atkins 000012099
Health/Med Assts. Other - Health Related Technology

Demographics | Emergency | Allowable Medications | Alerts | Comments | Ailments/Disabilities | Allergies/Meds

Category	Alert	Teacher	Admin Via.	Category	Alert ID
<input type="checkbox"/> Allergies	Latex	Y	Y	1	5
<input type="checkbox"/> Medical Diagnosis	Asthma	Y	Y	2	3

Assign a Medical Alert

Assign



Student Medical Information

Student Medical Profile: Alerts

Alerts Base Data

Prior to beginning to assign medical alerts to students, the base data Categories and Alerts must be setup in ClassMate

To setup medical Categories Click the word **View** located along the top of the screen



Select **Manage Base Data** by single clicking

Once Manage Base Data is selected, an additional tab will display > **Alert Management Tab**

This tab is where the categories & alerts will be managed and maintained

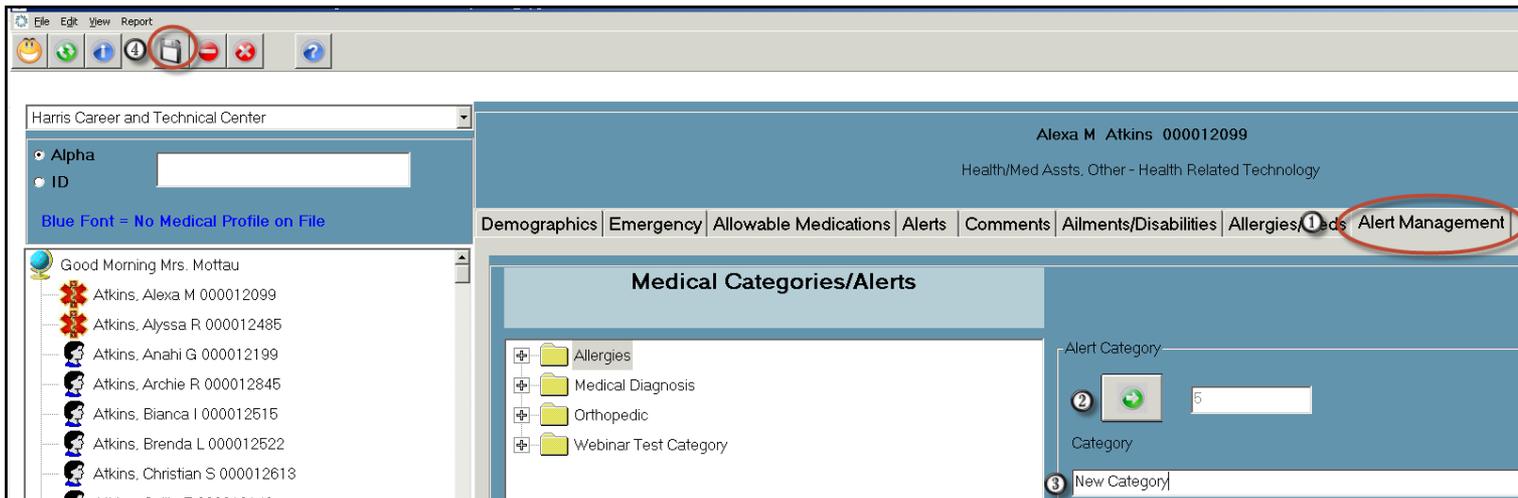


Student Medical Information

Student Medical Profile: Alerts

Alerts Base Data: *Creating Categories*

1. Ensure you are on the **Alert Management Tab**
2. Click the **Green Arrow** button under **New Category**. The next available sequential ID number is created. Categories **MUST** be created before the alerts.
3. Enter the **Category Description**
4. Click **Save**



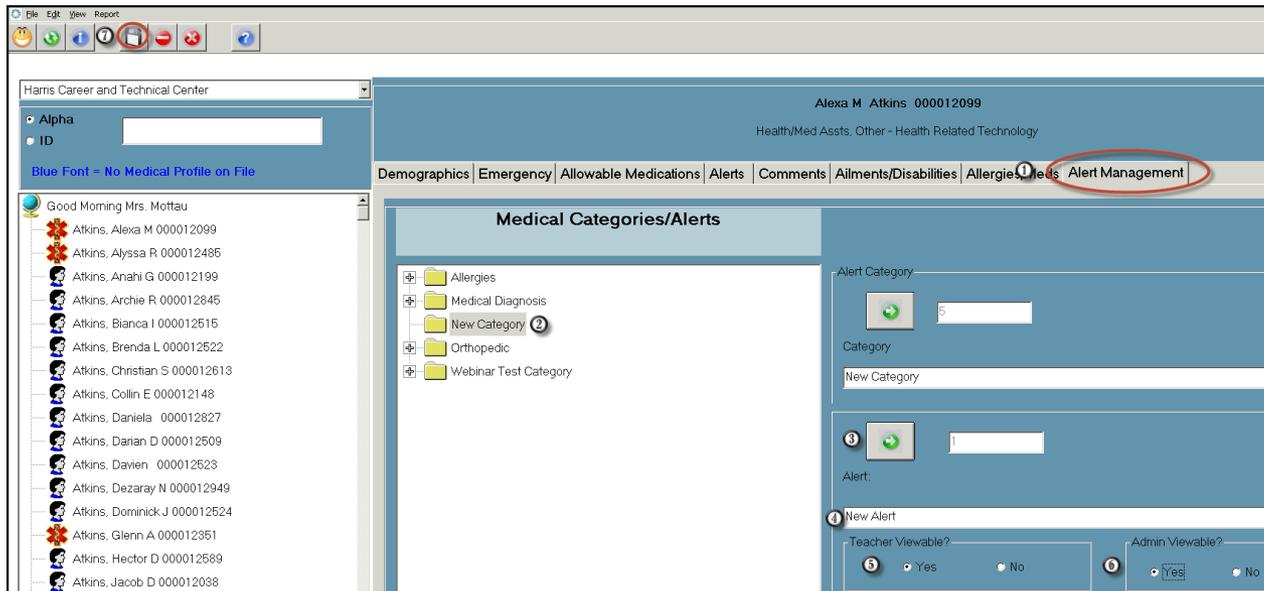
The screenshot displays the Harris School Solutions software interface. The top navigation bar includes tabs for Demographics, Emergency, Allowable Medications, Alerts, Comments, Ailments/Disabilities, Allergies/Tests, and Alert Management. The 'Alert Management' tab is circled in red. Below the navigation bar, the 'Medical Categories/Alerts' section is visible. It contains a list of categories: Allergies, Medical Diagnosis, Orthopedic, and Webinar Test Category. To the right of this list, there is a 'New Category' section with a green arrow button circled in red, a text input field containing the number '5', and a 'New Category' label.



Student Medical Profile: Alerts

Alerts Base Data: *Creating Alerts*

1. Ensure you are on the **Alert Management Tab**
2. Click the **Category Folder** in which you would like to create the medical alert. The category will display in the new category field when selected
3. Click the **Green Arrow** button under **Alert** . The next available sequential ID number is created. Categories **MUST** be created before the alerts
4. Enter the **Alert Description**



The screenshot displays the 'Alert Management' tab in the Harris School Solutions software. The interface is divided into several sections:

- Top Navigation:** A menu bar with tabs for Demographics, Emergency, Allowable Medications, Alerts, Comments, Ailments/Disabilities, Allergies, and Alerts Management (highlighted).
- Left Sidebar:** A list of students with their names and IDs, such as 'Atkins, Alexa M 000012099'.
- Central Panel:** Titled 'Medical Categories/Alerts', it shows a tree view of categories: Allergies, Medical Diagnosis, New Category (with a green arrow icon), Orthopedic, and Webinar Test Category.
- Right Panel:** A form for creating a new alert. It includes a 'New Alert' section with a green arrow button and a text input field. Below this are radio buttons for 'Teacher Viewable?' (Yes/No) and 'Admin Viewable?' (Yes/No).

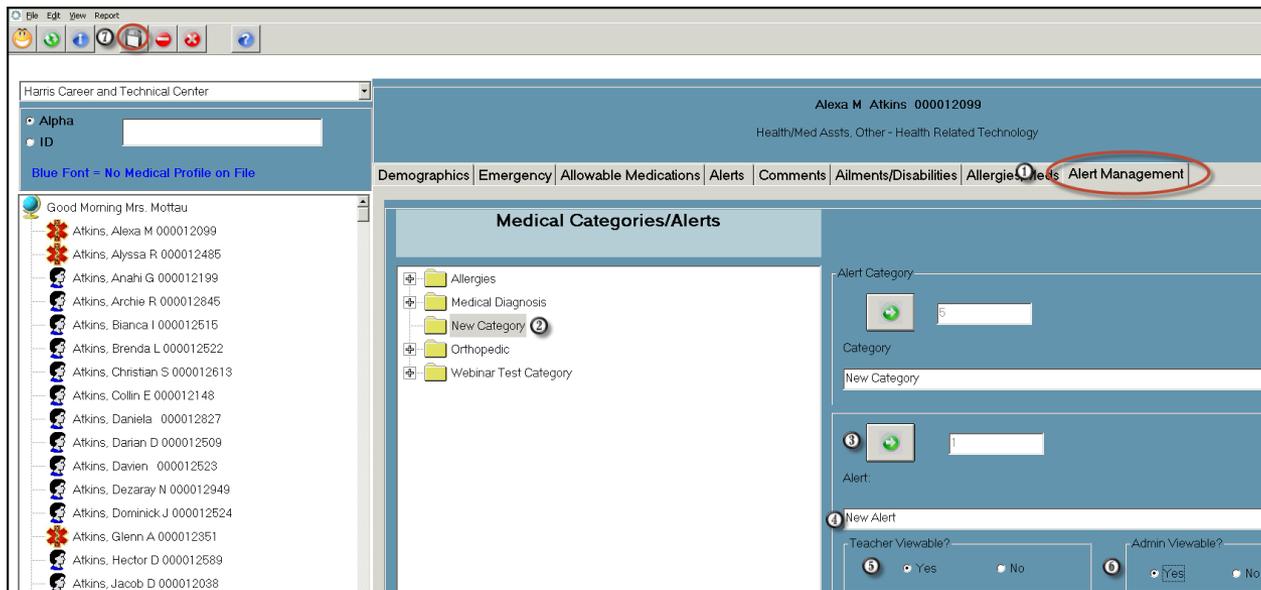


Student Medical Information

Student Medical Profile: Alerts

Alerts Base Data: *Creating Alerts*

5. Select **Yes** to make the alert viewable by teachers. The system will default to no
6. Select **Yes** to make the alert viewable by administrators. The system will default to no
7. Click **Save**



The screenshot displays the 'Alert Management' tab within a software interface. The interface includes a menu bar at the top with options like 'File', 'Edit', 'View', and 'Report'. Below the menu bar, there is a navigation pane on the left showing a list of students under the 'Alpha' group. The main content area is titled 'Medical Categories/Alerts' and features a tree view of categories: Allergies, Medical Diagnosis, New Category (with a '2' icon), Orthopedic, and Webinar Test Category. To the right of the tree view, there are input fields for 'Alert Category' (containing '5'), 'Category', and 'New Category'. Below these fields, there are radio buttons for 'Teacher Viewable?' (with 'Yes' selected) and 'Admin Viewable?' (with 'Yes' selected). A red circle highlights the 'Alert Management' tab in the top navigation bar. A vertical stack of five circular icons is visible on the right side of the screenshot: a graduation cap, a fork and spoon, a grid of four squares, and an open book.

Student Medical Information

Student Medical Profile: Alerts

Alerts Assignment: *student Assignment*

4. Select the **Alert** from the drop down list. The items in the drop down list were created in the Alert Base Data. You **MUST** select a category first
5. Click **Blue Assign** button. The Alert will now display in the grid



Assign a Medical Alert

Medical Diagnosis 3

Diabetic 4

5 Assign



Demographics	Emergency	Allowable Medications	Alerts	Comments	Ailments/Disabilities	Allergies/Meds
Category	Alert	Teacher ...	Admin Vie...	Category ...	Alert ID	
<input type="checkbox"/> Allergies	Latex	Y	Y	1	5	
<input type="checkbox"/> Medical Diagnosis	Asthma	Y	Y	2	3	



Student Medical Profile: Alerts

Alerts Assignment: *removing an alert*

- Click the box to the left of the alert if you would like to remove the alert. Once selected use the delete icon to remove the alert for that student



Demographics	Emergency	Allowable Medications	Alerts	Comments	Ailments/Disabilities	Allergies/Meds
Category	Alert	Teacher ...	Admin Vie...	Category ...	Alert ID	
<input checked="" type="checkbox"/> Allergies	Latex	Y	Y	1	5	
<input type="checkbox"/> Medical Diagnosis	Asthma	Y	Y	2	3	



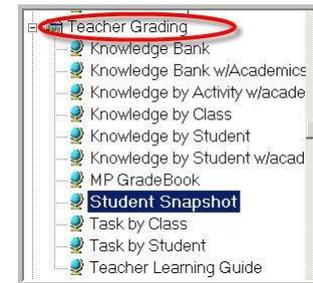
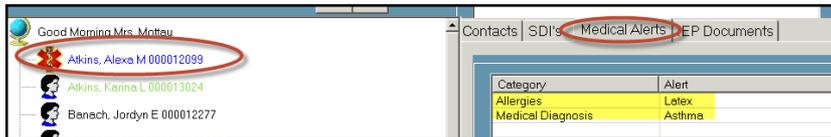
Student Medical Information

Student Medical Profile: Alerts

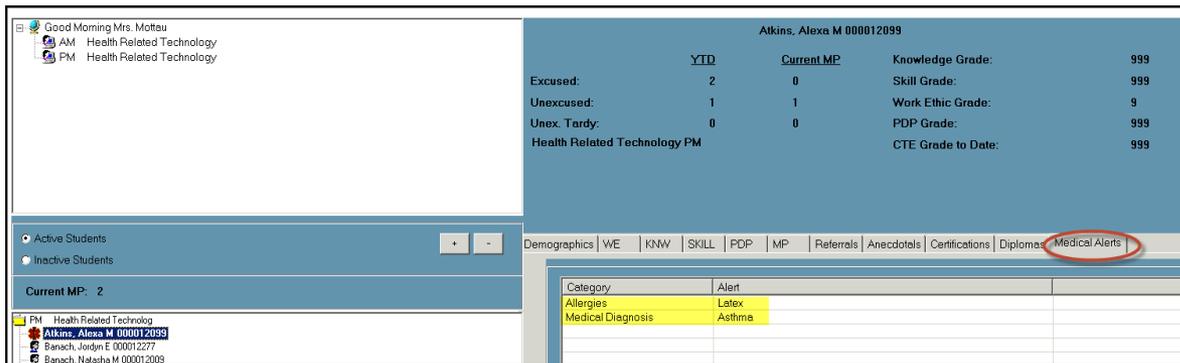
Medical Alert Locations: *Teachers*

Teachers can quickly identify those students with active medical alerts in several locations

Teacher Discipline > Student Contacts/SDI > Medical Alert Tab



Teacher Grading > Student Snapshot > Medical Alert Tab

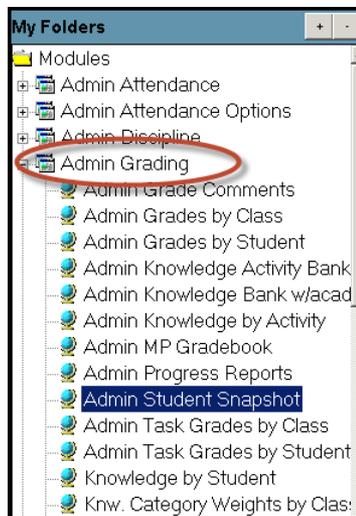


Student Medical Information

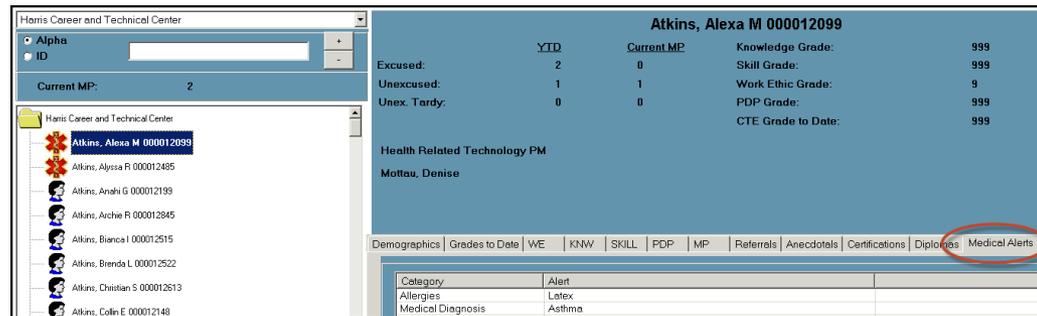
Student Medical Profile: Alerts

Medical Alert Locations: *Administrators*

Administrators can quickly identify those students with active medical alerts in several locations including



Admin Grading > Admin Student Snapshot > Medical Alert Tab



A screenshot of the 'Admin Student Snapshot' for 'Atkins, Alexa M 000012099'. The interface shows a navigation pane on the left with a list of students. The main area displays a table of academic metrics and a 'Medical Alerts' tab, which is circled in red. Below the table, there is a section for 'Health Related Technology PM' and a list of medical alerts.

	YTD	Current MP	Knowledge Grade:	999
Excused:	2	0	Skill Grade:	999
Unexcused:	1	1	Work Ethic Grade:	9
Unex. Tardy:	0	0	PDP Grade:	999
			CTE Grade to Date:	999

Health Related Technology PM
Mottau, Denise

Demographics | Grades to Date | WE | KNW | SKILL | PDP | MP | Referrals | Anecdotal | Certifications | Diplomas | **Medical Alerts**

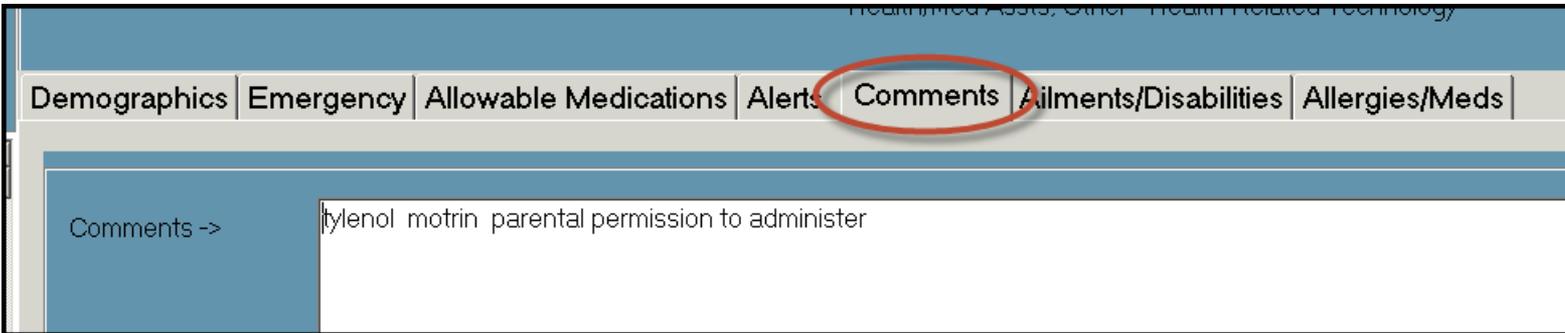
Category	Alert
Allergies	Latex
Medical Diagnosis	Asthma



Student Medical Information

Student Medical Profile: Comments

- Select **Student Name**
- Click on the **Comments Tab**
- Enter any comments in the field. These comments are **NOT** viewable by teachers and administration.
- Click **“Save”**



The screenshot shows a web interface for a student's medical profile. At the top, there is a navigation bar with several tabs: Demographics, Emergency, Allowable Medications, Alerts, Comments, Ailments/Disabilities, and Allergies/Meds. The 'Comments' tab is highlighted with a red circle. Below the tabs, there is a text input field labeled 'Comments ->' containing the text 'tylenol motrin parental permission to administer'. Above the tabs, there is a partially visible label 'Health/med, Assists, Other Health Related Technology'.



Student Medical Information

Student Medical Profile: Ailments/Disabilities

- Select **Student Name**
- Click on the **Ailments/Disabilities Tab**
- Type all known information into the appropriate fields
- Click **“Save”**

The information contained on this tab is **NOT** viewable by teachers or administration. Only users with access to this module can view this information



Demographics	Emergency	Allowable Medications	Alerts	Comments	Ailments/Disabilities	Allergies/Meds
--------------	-----------	-----------------------	--------	----------	------------------------------	----------------

Please List and Describe all Ailments

HIV

Please List all Disabilities



Student Medical Profile: Allergies & Medications Tab

- Select **Student Name**
- Click on the **Allergies/Meds Tab**
- Type all known information into the appropriate fields
- Click **“Save”**

The information contained on this tab is **NOT** viewable by teachers or administration screen. Only users with access to this module can view this information

Demographics	Emergency	Allowable Medications	Alerts	Comments	Ailments/Disabilities	Allergies/Meds
Allergies ->		asthma				
Medications ->		ok two advil, motrin				



Student Medical Information

Student Medical Incident

The ClassMate Student Medical Incident module allows the school medical staff to conveniently create a student medical visit log or incident report. This information is easily accessible can generate a variety of related reports. This secure and private visit log is stored within the ClassMate system for easy access by school medical staff

Getting Started

Double Click **Student Information** >

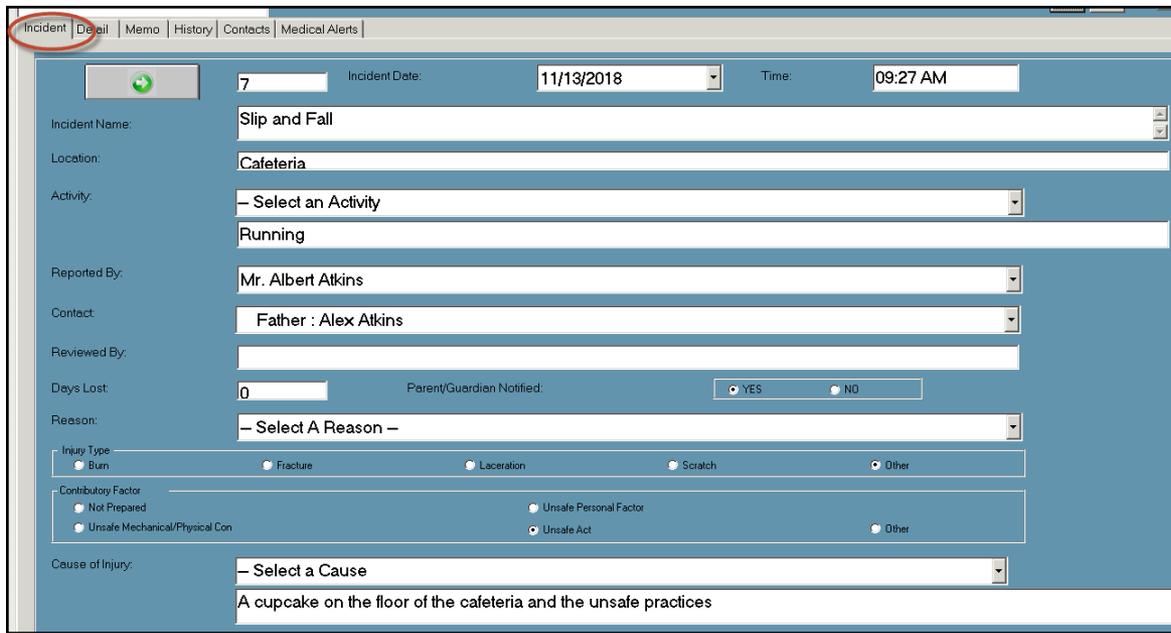
Double Click **Student Medical Incident**



Student Medical Information

Student Medical Incident: Incident Tab

- Select **Student Name**
- Click on the **Incident Tab**
- Click on the **Green Arrow Button** to automatically create the next sequential **ID** for the incident
- **Date and Time** will default to current. Edit as needed to reflect actual incident.
- Type all known information into the appropriate fields
- Click **“Save”**



The screenshot shows the 'Incident' tab of a student medical information system. The form is filled out with the following details:

- Incident ID:** 7
- Incident Date:** 11/13/2018
- Time:** 09:27 AM
- Incident Name:** Slip and Fall
- Location:** Cafeteria
- Activity:** Running
- Reported By:** Mr. Albert Atkins
- Contact:** Father : Alex Atkins
- Reviewed By:** (empty)
- Days Lost:** 0
- Parent/Guardian Notified:** YES
- Reason:** -- Select A Reason --
- Injury Type:** Other
- Contributory Factor:** Unsafe Mechanical/Physical Con
- Cause of Injury:** A cupcake on the floor of the cafeteria and the unsafe practices

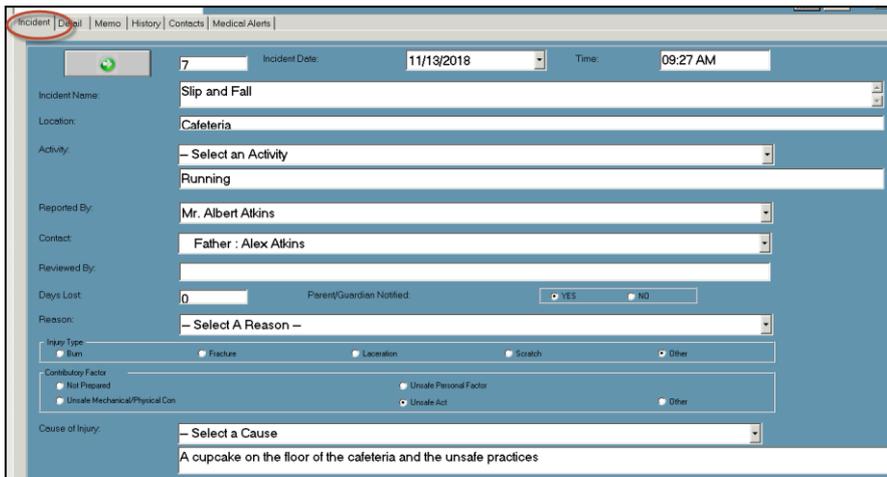


Student Medical Information

Student Medical Incident: Incident Tab

The information contained on this tab is entered directly through these fields. The tab provides the following data:

Student Photo	Enrolled Program
Incident Name	Incident Reviewed By
Incident Location	Was parent Notified?
Incident Activity	Days Lost & Contributing Factors
Incident Reported By	Injury location on the body
Incident Contact	Cause of Injury



The screenshot shows a web-based form for entering incident data. The 'Incident' tab is selected. Fields include: Incident Name (Slip and Fall), Location (Cafeteria), Activity (Running), Reported By (Mr. Albert Atkins), Contact (Father : Alex Atkins), Days Lost (0), Parent/Guardian Notified (YES), Reason (A cupcake on the floor of the cafeteria and the unsafe practices), Injury Type (Bruise), and Cause of Injury (A cupcake on the floor of the cafeteria and the unsafe practices). A red circle highlights the 'Incident' tab in the top navigation bar.

Drop Down Menus: Contact your System Administrator to populate the dropdown menus with the appropriate data in Master Codes Maintenance

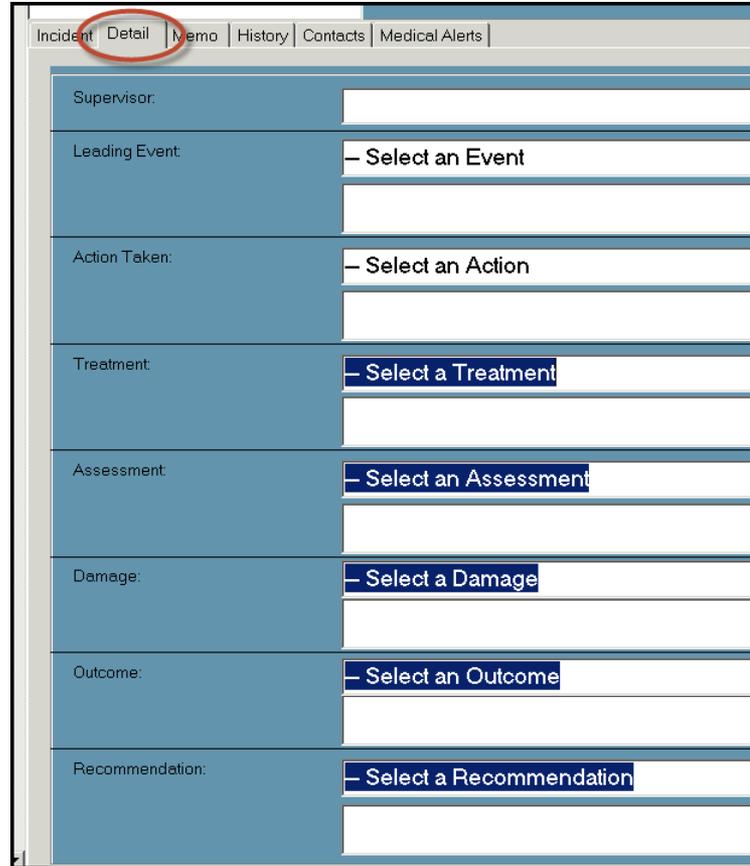


Student Medical Incident: Detail Tab

- Select **Student Name**
- Click on the **Detail Tab**
- Type all known information into the appropriate fields
- Click **“Save”**

All fields are **NOT** mandatory. Populate only the fields you collect data

Drop Down Menus:
Contact your System Administrator to populate the dropdown menus with the appropriate data in Master Codes Maintenance

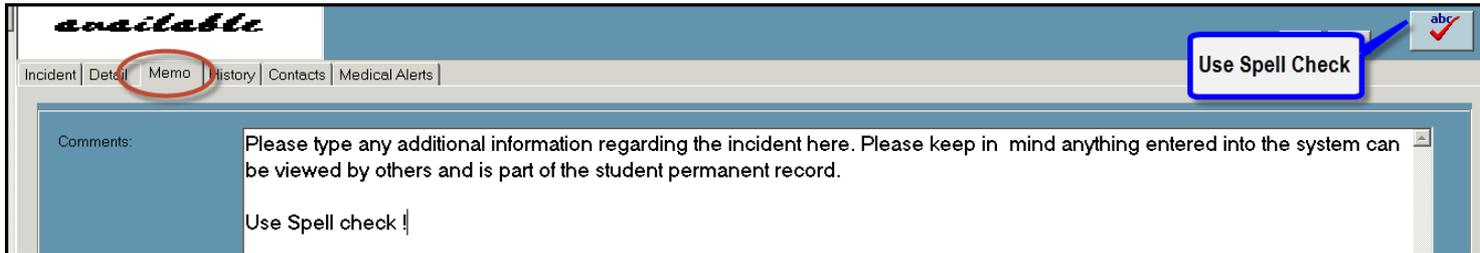


Incident	Detail	Memo	History	Contacts	Medical Alerts
Supervisor:	<input type="text"/>				
Leading Event:	- Select an Event				
Action Taken:	- Select an Action				
Treatment:	- Select a Treatment				
Assessment:	- Select an Assessment				
Damage:	- Select a Damage				
Outcome:	- Select an Outcome				
Recommendation:	- Select a Recommendation				



Student Medical Incident: Memo Tab

- Select **Student Name**
- Click on the **Memo Tab**
- Type any additional information pertaining to the incident in this field. All information entered will be seen by others and can be viewed when generating reports
- Click **“Save”**



available

Incident | Detail | **Memo** | History | Contacts | Medical Alerts

Use Spell Check

Comments:

Please type any additional information regarding the incident here. Please keep in mind anything entered into the system can be viewed by others and is part of the student permanent record.

Use Spell check !

Note: All fields are **NOT** mandatory. Populate only the fields you collect

Student Medical Incident: History Tab

- Select **Student Name**
- Click on the **History Tab**
- This tab lists all incidents entered into ClassMate for the current school year



Incident	Detail	Memo	History	Contacts	Medical Alerts
Student Medical Incident History					
# 6	11/06/2018	Student need a Bank Aid for a scraped knee			
# 5	10/30/2018	Slip and Fall			
# 4	09/25/2018	cough drops			
# 3	09/19/2018	cough drops			
# 2	09/14/2018	cramps; 200 mg Ibuprofen given			
# 1	09/06/2018	cramps, 400 mg Ibuprofen given			

Student Medical Incident: Contacts Tab

- Select **Student Name**
- Click on the **Contacts Tab**
- This tab lists student contacts entered into ClassMate for the current school year



PRM	RES	Phone	Name	Type	Cell Phone
F	T	(999) 782-4785	Mr. Alex Atkins	Father	(999) 782-4785
F	F	(999) 225-9692	Mr. Damaso Napierkowski	Foster Mother	() -999
T	T	(999) 782-4785	Mrs. Elizabeth Atkins	Emergency Contact other tha...	(999) 782-4786



Student Medical Information

Student Medical Profile & Incident Reporting

ClassMate has the ability to generate a variety of reports related to the students medical profile and incidents. The following reports can be generated:

Profile Reports

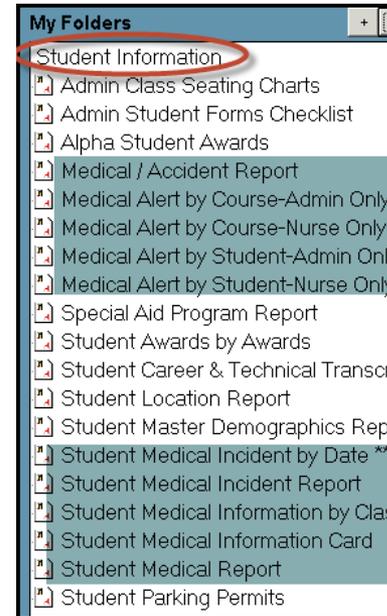
- Medical Alert by Course-Nurse Only
- Medical Alert by Course-Admin Only
- Medical Alert by Student-Admin Only
- Medical Alert by Student-Nurse Only
- Medical Information by Class
- Student Medical information Card
- Student Medical Report

Incident Reports

- Student Medical Incident by Date
- Student Medical Incident Report
- Medical/Accident Report

Getting Started

Double Click **My Reports** Folder > Double
Student Information > Select Report



ClassMate

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- Need Assistance? Give us a call.
- 855-984-1228 Help Desk: Option 1
- www.classmate.net
- <http://harrisschoolsolutions.com/>

