



School Nurses

Welcome to the start of a new school year! Below is information you might find helpful as you begin setting up your nursing clinic and schedule for the year.

SCHOOL NURSE RESOURCES:

Indiana Department of Education (IDOE) Resources

[IDOE School Health Webpage](#)

- First site for school nurses to visit. Contains general information related to school health topics - instructions for creating a Moodle account, instructions to register to receive the school nurse newsletters and announcements, bloodborne pathogens, concussions, health laws, vision and hearing screening guidelines, reports, stock emergency medications, and sudden cardiac arrest.
- No account or password needed.

[IDOE Moodle Education Platform](#)

- Online Courses - courses developed specifically for school nurses (RNs) (see below for details).
- The School Nurse Community - contains folders filled with links and documents on specific school nurse topics such as chronic diseases (asthma, diabetes, seizures, severe allergies, etc.), creating IHPs, delegation, FERPA, stock emergency medications, sample policies and forms, oxygen, service animals, school nurse evaluation tools, private duty nurses, the Indiana School Nurse Manual, and more.
- Account needed.
- Instructions for creating an account can be found [here](#).

Indiana Department of Health (IDOH) Resources

Immunizations

- [Immunization Website](#) - contains the 2026-2027 Immunization Requirements (chart), CHIRP information, a FAQ document, and an updated 6th grade parent immunization information letter.
- Contact your local health department or the IDOH helpdesk at schoolvax@health.in.gov with questions.



Indiana Department of Education

Communicable Diseases

- [Communicable Disease Guide for Schools \(2025\)](#) - includes a description and guidelines for many of the diseases seen in school-age children.
- Contact your local health department for questions or assistance.

Vision and Hearing Screenings

- [Indiana Vision and Hearing Screening Guidelines](#)
- Contact your local health department for questions or potential assistance with conducting these screenings.

IDOH School Health Webpage and List of Local Health Departments

- [School Health Webpage](#) - stock emergency medication state standing orders, nebulizer guidelines, and more.
- List of local health departments can be found [here](#).

SCHOOL NURSE CALENDAR:

Suggested Calendar for the Start of the School Year

August

- Open clinic – stock cabinets and supplies; update voice message for new school year.
- Register to receive the [IDOE School Nurse Newsletter](#), obtain a password for [CHIRP \(Children and Hoosiers Immunization Registry Program\)](#), bookmark the [IDOE Health webpage](#), bookmark the [IDOH School Health webpage](#), and obtain access to the [IDOE Moodle Education Platform](#).
- Receive licensed healthcare providers' orders.
- Meet with parents of students with chronic and special health needs.
- Develop IHPs as needed and train individual staff as designated in student IHPs.
- Assist with staff training as requested by administration (i.e. – bloodborne pathogens or emergency treatment for asthma, diabetes, severe allergies, and seizures).
- Organize daily, p.r.n., and emergency medications.
- Check immunizations of new students, run reports to update records for students obtaining immunizations over the summer, and follow up on those in-process or incomplete from last school year.
- Review health information for all students.
- Distribute first aid bags for staff (gloves/Band Aids).



Suggested Calendar for Completing Vision and Hearing Screenings

Schools are highly encouraged to complete the vision and hearing screenings in the fall.

August - September

- For schools with students in kindergarten or grades one, three, five, and eight, schedule the date(s) to conduct vision acuity screenings by school personnel (or a designee for the school) utilizing the Snellen, Sloan letter, HOTV letter, or LEA symbol charts following the procedures in the [Indiana Vision Screening Guidelines](#).
- For schools with students in kindergarten or grade one, schedule the date(s) for an optometrist or ophthalmologist to conduct the specialized modified clinical technique (MCT) screening for students. Information about the MCT screening can be found [here](#).
- For schools with students in grades one, four, seven, or 10, schedule the date(s) to conduct hearing screenings by school personnel (or a designee for the school) following the procedures in the [Indiana Hearing Screening Guidelines](#).
- Schools are encouraged to send requests to teachers and families asking them to refer students in the non-mandatory grade levels for screening if they are suspected of having a visual or hearing deficit.

September - December

- Complete vision acuity, MCT, and hearing screenings, recording the number of students screened and the results of each student screened (e.g. - passed, failed, unable to screen).

SCHOOL NURSE CONFERENCE:

Save the Date

The Indiana Association of School Nurse's Annual Fall Conference:

- November 9th and 10th.
- Embassy Suites and Conference Center, Noblesville, IN.
- For more information and to register, please click [here](#).