



May 2019

Dear Parents,

As we finish this school year, plans are already underway for the upcoming 2019/2020 year. If the forms in this packet are misplaced or damaged, additional forms can be down-loaded from the St. Mark's School web site.

FORMS INCLUDED IN THIS PACKET FOR **ALL** STUDENTS ARE:

- |   |   |
|---|---|
| → <u>St. Mark's Health Record Form</u>      | <b>COMPLETE AND RETURN IMMEDIATELY</b>                          |
| → <u>Physical Exam Form</u>                 | <b>RETURN BY MAIL OR FAX AFTER CURRENT EXAM* IS COMPLETED</b>   |
| → <u>Medication Order Form</u>              | <b>REQUIRED FOR ALL PRESCRIPTION MEDICATIONS ONLY</b>           |
|   | - please make additional copies for each medication             |
| → <u>Health Insurance Verification Form</u> | <b>COMPLETE AND RETURN IMMEDIATELY</b> (Domestic Students Only) |
|   | - copies of Insurance Cards attached                            |

IN ADDITION, **NEW** STUDENTS RECEIVE:

- |   |   |
|---|---|
| → <u>Authorization For Use/Disclosure of Health Information</u> | <b>RETURN IMMEDIATELY</b>               |
| → <u>Transportation Permission to Planned Parenthood</u>        | <b>RETURN IMMEDIATELY</b>               |
| → <u>Meningococcal Disease/Vaccine/Waiver Form</u>              | <b>RETURN IMMEDIATELY IF APPLICABLE</b> |
| → <u>Massachusetts Immunization Requirements</u>                | <b>FOR YOUR REFERENCE</b>               |

**\*NOTE:** A Current Physical Exam is an exam completed within 1 year, prior to the date of arrival at school.

**EXAMPLE:** If your child's most recent physical exam was done in October, 2018 then this exam is acceptable to begin the 2019/2020 school year, however a copy of the October, 2019 physical exam must be forwarded to Health Services upon completion.

- **NEW STUDENTS:** Send a copy of the **Immunization Record** (complete, with month & year), **IMMEDIATELY.**
- **NEW STUDENTS:** A **PPD/Mantoux Test** (Tuberculosis Screening) done within one (1) year of their arrival at St. Mark's School is **required**.  
An indication by the physician of "Low Risk" is not acceptable.
- **MEDICATION PROTOCOLS:** Major changes have been instituted in the handling and distribution of medications at school. Please take a moment to familiarize yourself with this information found in the St. Mark's School Handbook and on page 3 of the Health Record Form.

If you have any questions over the summer, please leave a message on the Health Services phone, 508-786-6372; someone will return your call within 48 hours. Health Services FAX is 508-786-6010. Forms may be returned via email to [lesliedowst@stmarksschool.org](mailto:lesliedowst@stmarksschool.org).

Have a healthy and restful summer,

Adria Pavletic, RN, MA, MN, NCSN  
Director of Health Services