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**General Operating Policy: Newberg School-Based Health Center
Information Sharing Between School Staff and School-Based Health Center**

Purpose

Providence Medical Group, including Newberg School-Based Health Center is committed to providing high-quality medical and behavioral healthcare that is well-coordinated and encourages continuity within established regulations, including, but not limited to, the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Health Information Technology for Economic and Clinical Health (HITECH) Act of 2009. This includes communication of pertinent information with Newberg's School staff when appropriate, medically indicated, and deemed beneficial to the long-term management of the student's condition.

Policy

Collaboration between the Newberg School District staff and the Providence medical and behavioral staff at Newberg School-Based Health Center will be inclusive of the following elements:

- Partnership between the medical provider, behavioral health provider, student, family, and appropriate school staff when indicated, within the legal and preferred parameters of confidentiality
- Specifically defined roles and responsibilities that promote comprehensive care for students and applicable family members
- Mutual respect and support for the contribution of each interdisciplinary team member
- Coordinated planning and implementation of school health services and programs when available and appropriate
- Information sharing that protects student privacy and encourages continuity of coordinated care

- A collective focus on effective support to promote improved student academic performance

Procedure

A Providence Release of Information form will be completed by the patient or parent/guardian prior to the sharing of medical or behavioral information with any member of the Newberg School District, including the school nurse and counselors.

- a. This release of information will be electronically scanned into the patient's chart and kept on file for future reference.

Stakeholders

Providence Oregon Medical Group – Access Strategies

Providence Behavioral Health Services

Newberg Public Schools

Oregon Health Authority, Oregon School Based Health Centers

Yamhill County Public Health