### QUICK START FACT SHEET

**KEY PRINCIPLE: CARE COORDINATION**

#### THE IDEA

What areas do you want to focus on for improvement?
- Data on students with asthma who are absent.
- Consistent school or district data on chronic disease impact on school attendance.

Would like to gather information about students with asthma when they are absent to develop informed initiatives to improve student attendance.

*SMART Goals - see Appendix B*

#### GOALS

What exactly is it that you want to achieve?
- Collect data on all students who have asthma in [NJ School] to understand the reasons for absence during the school year 20XX-20XX.
- Develop a template to categorize reasons for absences from evidence-based resources.
- Report results monthly to address the need to check often and early to keep students in school when appropriate.
- Benchmark results for next school year.
- Develop initiatives that address major findings for next school year.
- Pilot study that can be expanded to other chronic diseases, or “regular” student population within school and district.

#### ACTION STEPS

- Consider who will be affected and how?
- Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
- Who can lead the initiative? What partners/stakeholders should be involved?
- What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).
- What are possible challenges and barriers? Reflect on these and think about possible solutions and strategies.
- What is your timeline?
- Do you have a short-term outcome to demonstrate early visible improvements?
- How will you share/communicate your proposed initiative and with whom?
- Have you thought about sustainability for your project? Will this be a project you can continue annually?

#### RESOURCES

- What resources can guide this project using evidence-based, best-practices?
- Are there templates, information, guides already in place?
- What are others doing? Find out about other initiatives. What are other schools, districts, states doing? Do not limit yourself to nursing-related initiatives. Be sure to ask what were the lessons learned.
- Are there funding sources and grants that can help off set costs?

#### MEASURE OUTCOMES

- How will you measure progress and success?
- What are your outcome measures?
- How often will you check and measure your progress?
- Who will be responsible for collecting and reporting the information/data?
- How will you evaluate your initiative to determine success?

---

**SOCIAL MEDIA**

- @attendanceworks
- @Campaign4Kids
- @NJSSNA1
- #attendance
- #schooleveryday
- #EveryDayCounts
- #AttendenceMatters
- #NJSchoolNurseLeadership

---

For more details on this project, see Chapter 2, Idea 1.
## Key Start Fact Sheet

### Topic: Interdisciplinary Teams

### Idea: Mental/Behavioral Health - Calming Classroom

<table>
<thead>
<tr>
<th>The Idea</th>
<th>Goals</th>
<th>Action Steps</th>
<th>Resources</th>
<th>Measure Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>What areas do you want to focus on for improvement?</strong></td>
<td>What exactly is it that you want to achieve?</td>
<td>• Consider who will be affected and how?</td>
<td>• What resources can guide this project using evidence-based, best-practices?</td>
<td>• How will you measure progress and success?</td>
</tr>
<tr>
<td>Mental and behavioral health concerns are increasing. Students leave the classroom, missing instructional time due to symptoms of anxiety, distress, depression or other concern. Implement a safe space or “calming room” in the school building. Collaborate with other staff in school community to create a calming room. Research supports that the room successfully reduces suspensions, disciplinary issues, and improves instructional time in the classrooms.</td>
<td>• Implement a safe space/classroom that facilitates student health and learning.</td>
<td>• Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?</td>
<td>• What are your outcome measures?</td>
<td>• What are your outcome measures?</td>
</tr>
<tr>
<td></td>
<td>• Provides opportunity for student to learn and manage behaviors through support staff and learning the use of self-management tools.</td>
<td>• Who can lead the initiative? What partners/stakeholders should be involved?</td>
<td>• How often will you check and measure your progress?</td>
<td>• How will you evaluate your initiative to determine success?</td>
</tr>
<tr>
<td></td>
<td>• Promotes screening of mental/behavioral health and referral to appropriate resources when necessary.</td>
<td>• What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).</td>
<td>• What are others doing? Find out about other initiatives. What are other schools, districts, states doing? Do not limit yourself to nursing-related initiatives. Be sure to ask what were the lessons learned.</td>
<td>• How will you evaluate your initiative to determine success?</td>
</tr>
<tr>
<td></td>
<td>• Enhances collaboration between school/district student support services and community support.</td>
<td>• What are possible challenges and barriers? Reflect on these and think about possible solutions and strategies.</td>
<td>• Are there funding sources and grants that can help off set costs?</td>
<td>• How will you evaluate your initiative to determine success?</td>
</tr>
<tr>
<td></td>
<td>• For example: health, access to resources, addressing other issues that may be present.</td>
<td>• What is your timeline?</td>
<td>• For more details on this project, see Chapter 2, Idea 2.</td>
<td>• How will you evaluate your initiative to determine success?</td>
</tr>
<tr>
<td></td>
<td>• Develop a needs assessment from information collected as students use the room to further understanding student mental/behavioral health needs and other issues.</td>
<td>• Do you have a short-term outcome to demonstrate early visible improvements?</td>
<td>• Are there templates, information, guides already in place?</td>
<td>• Who will be responsible for collecting and reporting the information/data?</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>• Have you thought about sustainability for your project? Will this be a project you can continue annually?</td>
<td></td>
<td>• How will you evaluate your initiative to determine success?</td>
</tr>
</tbody>
</table>

### Social Media

- #behavioralhealth
- @CDCgov
- @NIMHgov
- #samhsagov
- @reachnj
- @schoolnurses
- @NJSSNA1
- #NJSchoolNurseLeadership

For more details on this project, see Chapter 2, Idea 2.
# Policy Development and Implementation

## Idea: Opioid/Naloxone Policy and Procedures

### The Idea

**What areas do you want to focus on for improvement?**

Increasing numbers of individuals are using opioids and heroin-type substances. Naloxone is a life-saving medication that temporarily reverses the action of the opioid substance. Making the medication available at school by developing and implementing a school policy will save lives. The students and school community will benefit from targeted interventions that increase knowledge, awareness and prevention regarding substance abuse.

**What exactly is it that you want to achieve?**

- Implement a policy for naloxone administration in school.
- Implement targeted interventions and learning opportunities for students and the school community.
- Promote awareness and screening for substance abuse and referral to appropriate resources when necessary.
- Enhance collaboration between school/district student support services and community support. For example: health, access to resources, addressing other issues that may be present.
- Contribute to needs assessment of school community regarding resources required in the school and community.

### Goals

**What areas do you want to focus on for improvement?**

- Consider who will be affected and how?
- Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
- Who can lead the initiative? What partners/stakeholders should be involved?
- What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).
- What are possible challenges and barriers? Reflect on these and think about possible solutions and strategies.
- What is your timeline?
- Do you have a short-term outcome to demonstrate early visible improvements?
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- How will you measure progress and success?
- What are your outcome measures?
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### Action Steps

1. Consider who will be affected and how?
2. Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
3. Who can lead the initiative? What partners/stakeholders should be involved?
4. What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).
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10. How will you measure progress and success?
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12. How often will you check and measure your progress?
13. Who will be responsible for collecting and reporting the information/data?
14. How will you evaluate your initiative to determine success?

### Resources

- What resources can guide this project using evidence-based, best-practices?
- Are there templates, information, guides already in place?
- What are others doing? Find out about other initiatives. What are other schools, districts, states doing? Do not limit yourself to nursing-related initiatives. Be sure to ask what were the lessons learned.
- Are there funding sources and grants that can help offset set costs?

### Measure Outcomes

- How will you measure progress and success?
- What are your outcome measures?
- How often will you check and measure your progress?
- Who will be responsible for collecting and reporting the information/data?
- How will you evaluate your initiative to determine success?

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**Social Media**

- #behavioralhealth
- @CDCgov
- @NIMHgov
- @samhsagov
- @reachnj
- @drugfreeNJ
- @drugFreeAmerica
- #substanceabuse
- @schoolnurses
- @NJSSNA1
- #NJSchoolNurseLeadership

For more details on this project, see Chapter 3, Idea 1.
## QUICK START FACT SHEET
### THE IDEA

**TOPIC:** Change Agents  
**IDEA:** Safe Routes to School

### THE IDEA

**What areas do you want to focus on for improvement?**
- Areas around the school are safe for biking and walking.
- Regulations for cars and speed are enforced.
- Increase the number of students who walk or ride bikes to school.
- Understand community safety awareness and find partners to address issues.

### GOALS

**What exactly is it that you want to achieve?**
- Implement the Safe Routes to School (SR2S) program in one elementary school as pilot project.
- Community assessment to understand why children are not walking or biking to school. This defines the problem to allow for prioritizing and targeting initial interventions through the SR2S program.
- Increase the number of students who walk and/or ride bikes to school. Parents and students learn and understand how to walk and bike to school safely.
- Improve safety issues (physical, environmental, traffic) around the school in collaboration with local municipal, community partners, and police assistance.
- Encourage healthy lifestyle behaviors.

### ACTION STEPS

- Consider who will be affected and how?
- Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
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### MEASURE OUTCOMES

- How will you measure progress and success?
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### SOCIAL MEDIA

#srts  
#NJSRTS  
@SafeRoutesNJ  
@SafeRoutesNow  
#MoveEquity  
@schoolnurses  
@NJSSNA1  
#NJSchoolNurseLeadership

For more details on this project, see Chapter 3, Idea 2.
#QUICK START FACT SHEET

**KEY PRINCIPLE:** QUALITY IMPROVEMENT

## THE IDEA

What areas do you want to focus on for improvement?


## GOALS

What exactly is it that you want to achieve?

- Job description reviewed and updated if necessary to be reflective of scope and standards of school nursing practice and Framework for 21st Century School Nursing Practice.
- Evaluation is based on the standards of school nurse practice and Framework for 21st Century School Nursing Practice.
- Tool is useful for meaningful evaluations with motivations for opportunities to improve practice.
- Standards for evaluation clarify and/or are linked to the standard for school nursing practice.
- School nurses are accountable for meeting the evaluation tool metrics.
- Tool may be used by nursing administrator (preferred) and non-nursing administrators.
- Tool evaluated present level of practice and helps to develop goals and plans for the future.

## ACTION STEPS

- Consider who will be affected and how?
- Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
- Who can lead the initiative? What partners/stakeholders should be involved?
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## RESOURCES

- What resources can guide this project using evidence-based, best-practices?
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## MEASURE OUTCOMES

- How will you measure progress and success?
- What are your outcome measures?
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## SOCIAL MEDIA

- #evaluations
- @ASCD
- @healthyschools
- @njhealthykids
- @schoolnurses
- @NJSSNA1
- #NJSchoolNurseLeadership
- TOPIC: Performance Appraisal
- IDEA: Develop Uniform Job Description and Performance Appraisal

For more details on this project, see Chapter 4, Idea 1.
# The Idea

What areas do you want to focus on for improvement?
- Evaluate current school health and safety policies and programs.
- Assemble a team of school community partners focused on school community wellness.
- Change and implement based upon SHI assessment.

# Goals

What exactly is it that you want to achieve?
- Identify the strengths and weaknesses of school/district policies and programs for promoting health and safety.
- Develop an action plan for improving student health and safety.
- Involve teachers, parents, students, and the community in improving school policies, programs, and services.

# Action Steps

- Consider who will be affected and how?
- Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?
- Who can lead the initiative? What partners/stakeholders should be involved?
- What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).
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# Resources

- What resources can guide this project using evidence-based, best-practices?
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# Measure Outcomes

- How will you measure progress and success?
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- How often will you check and measure your progress?
- Who will be responsible for collecting and reporting the information/data?
- How will you evaluate your initiative to determine success?
# QUICK START FACT SHEET
## KEY PRINCIPLE: COMMUNITY/PUBLIC HEALTH

### IDEA: Community Cafés:
Healthy Living and Healthy Lifestyles

<table>
<thead>
<tr>
<th>THE IDEA</th>
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</tr>
<tr>
<td>• Desire to understand barriers and facilitators to healthy living and healthy lifestyles in the school community.</td>
<td>• Discover the restraining forces that act to keep the problem from changing, and forces that may drive change.</td>
<td>• Get buy-in for your initiative. Who are the individuals who must be involved and engaged in your initiative?</td>
<td>• What resources will be needed? (i.e. types of staff and required time; supplies and materials, equipment, other resources; estimated costs).</td>
<td>• What are your outcome measures?</td>
</tr>
<tr>
<td>• Incorporate principles of Whole School, Whole Community, Whole Child to create an active, collaborative space that provides a springboard for multiple perspectives and meaningful discussions. Group discussions often provide insights that might not emerge in interviews.</td>
<td>• Make emergent knowledge and insight visible and actionable. Use understanding of these forces in devising solutions to the problem and identifying targets and agents of change.</td>
<td>• Who can lead the initiative? What partners/stakeholders should be involved?</td>
<td>• What are others doing? Find out about other initiatives. What are other schools, districts, states doing? Do not limit yourself to nursing-related initiatives. Be sure to ask what were the lessons learned.</td>
<td>• How often will you check and measure your progress?</td>
</tr>
<tr>
<td></td>
<td>• Develop a team of community partners committed to building a culture of health in the community.</td>
<td>• What are possible challenges and barriers? Reflect on these and think about possible solutions and strategies.</td>
<td>• Are there funding sources and grants that can help off set costs?</td>
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</tbody>
</table>
| | | • Do you have a short-term outcome to demonstrate early visible improvements? | | |}

### SOCIAL MEDIA
@CDCObesity  
#cultureofhealth  
@WHO  
@MyPlate  
@healthyschools  
@schoolnurses  
@NJSSNA1  
#NJSchoolNurseLeadership

For more details on this project, see chapter 5, idea 1.
### THE IDEA

What areas do you want to focus on for improvement?

- Screenings, referrals, and follow-up activities are secondary prevention strategies that detect and treat health concerns in their early stages often before signs and symptoms appear — and modify, remove, or treat them before the health concerns become serious.
- Follow-up opportunities are missed once the initial referral is sent home.
- Aim to follow-up on 100% of referrals, and set benchmark for medical follow through to get the services the child needs.

### GOALS

What exactly is it that you want to achieve?

- Implement school nurse comprehensive referral follow up for grade 4 and grade 6 students based upon suggestions from (Neville, Radii, & Velmer, 2015).
- Implement use of Commission for the Blind and Visually Impaired (CBVI) for grade 4 and grade 6 vision screening. [http://www.state.nj.us/humanservices/cbvi/services/prevention](http://www.state.nj.us/humanservices/cbvi/services/prevention)

### ACTION STEPS

- Consider who will be affected and how?
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### MEASURE OUTCOMES

- How will you measure progress and success?
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- Who will be responsible for collecting and reporting the information/data?
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**For more details on this project, see Chapter 5, Idea 2.**