

Administrative Policy and Procedure Manual
Kansas Department of Health and Environment
Bureau of Child Care and Health Facilities

**Policy: Exception to Use Any Child Health
Assessment Form**

Program CCLR – Early Care and Youth
Programs Section 2008 - 004

Applies to Licensed Day Care Homes, Group
Day Care Homes, Preschools and Child Care
Centers

Effective Date: March 10, 2008

**EXCEPTION TO PERMIT THE USE OF ANY CHILD HEALTH ASSESSMENT FORM AND
REMOVING THE LIMITATION OF A FORM SUPPLIED BY THE DEPARTMENT**

I. POLICY

An exception is granted to K.A.R. 28-4-117(a) and K.A.R. 28-4-430(a)(2) to permit any child health assessment form to be used, including the one supplied by the Department, to document completion of the required child health assessment.

Parents shall continue to complete the Medical Record Form supplied by the Department. If a separate form is used to document completion of the child health assessment, that form shall be attached to the Medical Record Form and shall be kept in the child's file.

Each child health assessment shall be signed, dated and conducted by a nurse trained to perform child health assessments or a licensed physician. If a physician assistant (PA) completes the child health assessment, the signature of the licensed physician authorizing the PA is to be included at the bottom of this form.

The exception shall be posted next to the license.

II. PROCEDURES

This exception is effective as of the date stated above and remains in effect unless the Department determines the exception is no longer in the best interest of children and families.

III. PURPOSE

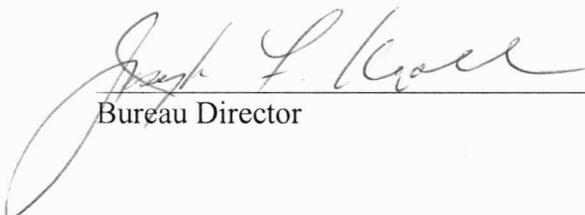
The purpose of this exception is to provide flexibility for parents in documenting the child has received the required health assessment.

IV. AUTHORITY

The Secretary of the Kansas Department of Health and Environment has the authority to grant exceptions to regulations when it is in the best interest of children and families pursuant to K.A.R. 28-4-119b and K.A.R. 28-4-422(f)(1).



Program Director



Bureau Director