



# Middlesex

April 2018

Dear Middlesex School Parents:

Welcome to Middlesex! We are looking forward to meeting you and your child when you come to school in the fall. In the meantime, we are sending the enclosed Health Center forms for completion. Forms that are to be completed by you should be returned by **May 15, 2018**. Forms to be completed by your child's physician may be submitted as soon as possible but no later than the first day of new student registration. **NOTE: Your child will not be able to register at the opening of school nor participate in athletics in the fall without ALL of these forms completed.** We understand that you will not be able to submit the physician documents until your child's physical exam appointment but we appreciate the prompt return of the rest of these forms by the May 15<sup>th</sup> deadline.

## To be filled out by parents:

- **Health History Form (2-sided)** – This questionnaire is for parents to complete. In addition to completing this form, this summer we will be inviting you to log on to the SNAP health portal and will ask that you confirm your child's health history information entered into the system from the information you provide. More information will be provided in June about the health portal.
- **Student Insurance Plan Form 2018-2019 (Domestic or International)** – The cost of care provided at the Cruz Health Center is included in your child's tuition though charges may appear on the student's Middlesex bill to cover some additional costs such as immunization administration and on-site lab testing (i.e., rapid strep screen). **However, we require that you maintain health insurance coverage** for your child to cover more extensive expenses, including referrals to specialty care, emergency care, hospital laboratory and radiology charges, hospitalization and prescription medication coverage. For those who live outside of Massachusetts, please call your insurance provider to ensure your health insurance policy provides coverage in Massachusetts. If your out-of-state benefit is for "emergencies only" please consider purchasing the plan provided by the School for domestic students. All international students **MUST** purchase the student health insurance offered through the School. See plan details for the health insurance plan included in this packet.
- **Meningococcal Information and Waiver** – Massachusetts State Law requires vaccination against Meningococcal disease for all new students boarding at residential schools. Please note that documentation of immunization or a signed waiver must be provided. This immunization is recommended for day students, though not required. Best protection against Meningococcal disease is provided by a two-shot series, one before entering Middlesex and one before the student's 12<sup>th</sup> grade year. *If your child receives the Meningococcal vaccine this waiver does not need to be completed.*
- **West Concord Pharmacy forms** – West Concord Pharmacy (WCP) is an independent pharmacy that provides delivery service to Middlesex for our student's pharmaceutical needs. WCP will monitor ongoing medications when refills are needed and will bill directly to your insurance provider and to you for copayments. WCP will also be offering students the Influenza Vaccine in the fall and will bill directly to your insurance provider. These forms may be sent directly to West Concord Pharmacy. If returned to Middlesex these forms will be delivered to the pharmacy on your behalf. These West Concord Pharmacy forms, nor the data will be kept on file in the health center.

**To be filled out by the student's health care provider:**

- **Physical Exam Form/Immunization Record (2-sided)** – A physical exam is required annually and must be completed and signed by a medical provider (not a parent, even if the parent is a provider ). Your physician may use their own form in place of the Middlesex form as long as all of the information required is present.
- **TB Risk Assessment Form** – To be completed and signed by the health care provider. Further testing may be required of students by the School as determined by the Health Center clinicians.
- **Medication Policy/Prescription Medication Order Form (2-sided) if applicable** – To be completed and signed by the health care provider (not a parent). A medication order must be completed for each prescription medication your child takes, regardless of whether they hold the medication themselves or it stays in the Health Center. Please photocopy the enclosed form for additional prescriptions. ***Note the specific requirements for students on stimulant medication or any other controlled medication as stated in the Medication Policy.***
- **Food Allergy and Anaphylaxis Emergency Care Plan if applicable**

In addition to completing these forms, in June, we will be inviting you to log on to the SNAP Health Portal. On the portal you will be asked to update and confirm personal details, enter or confirm medical history information and electronically sign consents, permissions, and acknowledgements. The portal will be a vital means of communicating with the health center throughout your child's time at Middlesex.

We ask that you keep us informed of changes in your child's health and treatments that are initiated while she or he is away from School, as well as any changes in your health insurance. This request includes day students as well as boarders. Our goal is to care as fully and competently for your child as possible, and to help us achieve that goal, we appreciate your cooperation in providing this information. All information will remain confidential and available only to those involved with your child's care, which may include advisors, dormitory adults responsible for a boarder, the Head of School, coaches, etc.

Meg McLaughlin, the Health Center Director, and all of the health center staff are excited about and looking forward to getting to know your child during his/her time at Middlesex. If you have any questions about the forms, or policies, or the health portal, please do not hesitate to contact us at 978-371-6583 or [healthcenter@mxschool.edu](mailto:healthcenter@mxschool.edu). Thank you in advance for your cooperation.

Sincerely,

Meg McLaughlin, MS, FNP  
Director, Cruz Health Center

Kathleen C. Giles  
Head of School