

Friday, August 30, 2024

### **DOH53311 BCFH SFY25 School Nurse Clinic Start-up Kit for Schools Funding Opportunity**

The Ohio Department of Health (ODH) is seeking additional *Proposals* from Ohio Public School Districts with the interest to provide foundational/fundamental supplies to support school nursing services in schools with a high need/high Social Vulnerability Index (SVI) score. The identified school districts included in this Funding Opportunity are defined as high need as indicated by the Centers for Disease Control and Prevention (CDC) SVI and low immunization rates.

#### **Funding Opportunity Important Dates:**

- Inquiry Period End Date: Friday, 9/13/24
- Proposal Application Due Date: Friday, 9/20/24
- Projected Start Date: Monday, 9/30/2024

#### **PROJECT BACKGROUND:**

"School nursing, a specialized practice of nursing, protects and promotes student health, facilitates optimal development, and advances academic success. School nurses, grounded in ethical and evidence-based practice, are the leaders who bridge health care and education, provide care coordination, advocate for quality student-centered care, and collaborate to design systems that allow individuals and communities to develop their full potential." Adopted by the National Association of School Nurses Board of Directors February 2017 (<https://www.nasn.org/nasn/about-nasn/about> ).

The Ohio Department of Education and Workforce (DEW's) *Each Child Our Future Strategic Plan* for 2019-2024 prioritizes the "whole child" model as a core driver for meeting the needs of each Ohio student (ODEW, 2019). One important aspect of the "whole child" model includes ensuring that each child can "achieve optimal health" because it's beyond the school nurse's ability to help all children to "be healthy."

School nurses have a foundational role in bridging health and education. The school nurse supports students and staff in a variety of ways such as providing preventive services, management of chronic and acute illnesses, health

education, and referrals that foster continued health and educational success. Many children in Ohio face numerous health issues, both physical and behavioral, which have a direct negative impact on school attendance, academic achievement, and school completion. The inequitable distribution of healthcare resources and inability to access health care for these children results in health and education inequality.

In Ohio, the ODEW oversees the credentialing of school nurses. Information about professional school nurse credentials may be found at <http://education.ohio.gov/Topics/Teaching/Licensure/Apply-for-Certificate-License/Pupil-Services-Licenses>. There is no mandate for Ohio schools to employ school nurses. Ohio school districts determine their need for and resources available to support the work of a school nurse. School nurses may be employed by the local school board, or the board may contract with a local health department, hospital, or educational service center (ESC), or other entity for school nursing services.

While the scope of school nurse practice is broad, schools that provide health services are mandated to provide (1) vision and hearing screening (Ohio Revised Code [ORC] 3313.69), (2) medication administration (ORC 3313.713), (3) immunization compliance (ORC 3313.67), and (4) appropriate care for students with disabilities (ORC 3323.01) (ODEW, 2019). School nurses have responsibilities related to communicable disease prevention and education; coordinating and supporting student and staff contact tracing, quarantine, and isolation with their local health departments; coordinating vaccination clinics for students and school staff, often in school buildings; and coordination of community referrals and resources to provide support for students and families.

Some schools experience barriers to equipping and employing these school health professionals. Recognizing this, ODH seeks to reduce one financial barrier for school nurse employment by providing basic equipment and supplies for a clinic for a school nurse.

**PROJECT OBJECTIVES:**

The objective of this project is to reduce barriers to the employment of school nurses by equipping five (5) additional public schools that are hiring or recently hired an ODEW licensed school nurse or an Ohio registered nurse to work in the school setting, with basic supplies necessary to set up a school nursing clinic.

The school districts eligible for consideration of this funding opportunity are enumerated in Appendix A. Districts situated in rural areas are denoted by an asterisk on the accompanying list and are classified according to the typology of ODEW and the Human Resources and Services Administration (HRSA) classification system.

Preference will be accorded to rural school districts in the allocation of this funding opportunity; however other school districts enumerated in the list are also invited to submit applications for this opportunity.

**PROJECT REQUIREMENTS:**

A school district must include the following components in their application to be considered for this funding opportunity:

1. School District has demonstrated that they are an Ohio public school district (city, local, or exempted village school districts) as described in Appendix A.
2. School District has provided documentation including staff name, credentials, and start date, of a school nurse employed for the first time in a newly created position during the 2023-24 school year or the upcoming 2024-25 school year; may provide a job posting to show that the school district is actively seeking to employ a school nurse to work in their school during the contract period.
3. School District provided a statement confirming the school district will supply all items listed in Appendix C.
4. School District described the staff that will serve as the liaison who will work the ODH program staff and vendor to provide shipment information, receive shipment of equipment and supplies, and electronic acknowledgement of receipt of supplies in working order.
5. School District has demonstrated the ability to continue work if there is a change in staffing during this agreement period if awarded.
6. School District will be awarded extra points if identified as a high need as indicated by the CDC Social Vulnerability Index (SVI) score and low immunization rates, and/or as a rural district as indicated on the priority School District List in Appendix A.

**PROJECT DELIVERABLES:**

The awarded school districts shall be expected to provide the following deliverables during State Fiscal Year(s) 2025:

1. School District must provide evidence of a nurse employed in a newly created school nurse position to work in the school setting during the 2023-24 school year or the process of recruitment of a nurse for a newly created school nurse position for the 2024-25 school year.
2. School District must provide the name and contact information of the person responsible for receiving shipment of equipment and supplies (see Appendix B).
3. School District must provide shipping information for all equipment and supplies (see Appendix B).
4. School Nurse must provide acknowledgement that all equipment and supplies (see Appendix B) have been received in working order within 30 days of receipt.

**FUNDING AVAILABLE:** \$10,000 per kit for 5 additional schools = \$50,000.00

The focus of this funding opportunity is to provide foundational/fundamental supplies to support school nursing services in public school districts (city, local, and exempted village). The identified school districts included in this funding opportunity are defined as high need as indicated by the CDC Social Vulnerability Index (SVI) score and low immunization rates.

The school districts eligible for consideration of this funding opportunity are enumerated in Appendix A. Districts situated in rural areas are denoted by an asterisk on the accompanying list and are classified according to the typology of ODEW and the Human Resources and Services Administration (HRSA) classification system. Preference will be accorded to rural school districts in the allocation of this funding opportunity; however other school districts enumerated in the list are also invited to submit applications for this opportunity.

The awarded school districts will be awarded a school Nurse Clinic Start-Up Kit, which includes the items listed in Appendix B.

**INQUIRY PERIOD**

**Due Date: Friday, 9/13/24, by 3 p.m.**

All questions must be submitted via email to [Natasha.McDaniel@odh.ohio.gov](mailto:Natasha.McDaniel@odh.ohio.gov) by May 3, 2024. Questions received after this date will not receive a response.

**PROPOSAL APPLICATION**

**Due Date: Friday, 9/20/2024, by 3 p.m.**

Applications and required components must be submitted via email to [Natasha.McDaniel@odh.ohio.gov](mailto:Natasha.McDaniel@odh.ohio.gov) by September 20, 2024. Each application component must be clearly labeled and must follow the order listed below. Applications must not exceed five (5) pages, use 1.5 spacing with one-inch margins, in portrait orientation, and use a 12-point font. A complete application must include the following components in the following order:

**Project Narrative (must not exceed 5 pages):**

- A statement that includes the name of your school district, the purpose for which you are seeking a start-up kit, and a short description of your proposed project(s).
- Provide detailed responses to the items enumerated in the Project Requirements.
- The School District must provide documentation, including staff name, credentials, and start date, of a nurse employed for the first time in a newly created school nurse position during the 2023-24 school year OR the upcoming 2024-25 school year.
- The School District must include a statement regarding their plan to provide the required items in Appendix C to the newly hired school nurse.

All application components must be submitted via email to [Natasha.McDaniel@odh.ohio.gov](mailto:Natasha.McDaniel@odh.ohio.gov) by September 20, 2024. Material(s) submitted after the deadline, unless specifically requested by ODH, will not be forwarded for processing. Failure to meet the deadline will result in application rejection. An incomplete application will be deemed ineligible for further review and consideration.

Applicant(s) must be registered within <https://ohiobuys.ohio.gov/>, and provide the following information.

- **Name of School District:** Click or tap here to enter text.
- **State's Supplier ID:** Click or tap here to enter text.
- **Address:** Click or tap here to enter text.
- **Contact Name:** Click or tap here to enter text.
- **Title:** Click or tap here to enter text.
- **Phone:** Click or tap here to enter text.
- **Email:** Click or tap here to enter text.

If you are new to working with the State, you will have to engage in two systems to submit bids via Ohio Buys. If your company **does not** have an existing OH|ID account (Supplier Portal-system recognizes companies tied to TINs), you will need an OH|ID account to submit a bid via the Ohio Buys system. Please review the attached instructions and resources listed below to create an OH|ID account and/or register in Ohio Buys.

Please review the links provided below as these resource documents will walk new suppliers to register in OH|ID and Ohio Buys. For existing suppliers to the State these resource documents will also walk you through the proper steps to register in Ohio Buys.

- Bidder and Supplier Guide:
  - [https://procure.ohio.gov/static/pdf/StateLocalAgencies/OhioBuys\\_Agency\\_Training/S-LG.1%20OhioBuys%20Bidder%20and%20Supplier%20LG%20v5.2.pdf](https://procure.ohio.gov/static/pdf/StateLocalAgencies/OhioBuys_Agency_Training/S-LG.1%20OhioBuys%20Bidder%20and%20Supplier%20LG%20v5.2.pdf)
- Resource page to specific Supplier Learner Guides:
  - [https://procure.ohio.gov/about/03\\_supplier-training/03\\_supplier-training](https://procure.ohio.gov/about/03_supplier-training/03_supplier-training)
- Bidders and Suppliers Tips & FYI:
  - [https://procure.ohio.gov/state-and-local-agencies/resources/02\\_OhioBuys-Agency-Training/TIPS\\_FYI/06\\_Bidders\\_Suppliers](https://procure.ohio.gov/state-and-local-agencies/resources/02_OhioBuys-Agency-Training/TIPS_FYI/06_Bidders_Suppliers)

If you have additional questions or need assistance after reviewing the above information, please contact Ohio Office of Budget and Management:

- Email at [obm.contactcenter@obm.ohio.gov](mailto:obm.contactcenter@obm.ohio.gov) please put "Ohio|Buys-Supplier" in the subject line.
- Phone at 614-338-4781 or 877-644-6771.

## Appendix A – Priority School Districts

Priority Counties (>20% of County's Area that is high need)

\* Indicates Rural School Districts\*

### Adams

- Manchester Local School District\*
- Adams County/Ohio Valley Local School District\*

### Allen

- Lima City School District
- Bath Local School District
- Elida Local School District
- Perry Local School District

### Ashtabula

- Ashtabula Area City School District
- Conneaut Area City School District
- Geneva Area City School District
- Buckeye Local School District
- Grand Valley Local School District\*
- Jefferson Area Local School District
- Pymatuning Valley Local School District\*

### Athens

- Nelsonville-York City School District\*
- Alexander Local School District\*
- Federal Hocking Local School District\*
- Trimble Local School District\*

### Auglaize (**County is below state average on Kindergarten Immunizations**)

- St. Mary's City School District
- Wapakoneta City School District\*

### Belmont

- Bellaire Local School District
- Martins Ferry City School District
- Bridgeport Exempted Village School District



#### Brown

- Georgetown Exempted Village School District\*
- Eastern Local School District\*
- Western Brown Local School District\*
- Ripley-Union-Lewis-Huntington Local School District\*

#### Carroll

- Carrollton Exempted Village School District\*
- Brown Local School District\*

#### Clinton **(County is below state average on Kindergarten Immunizations)**

- Wilmington City School District
- Blanchester Local School District\*
- East Clinton Local School District\*

#### Columbiana

- East Liverpool City School District
- East Palestine City School District\*
- Wellsville Local School District
- Lisbon Exempted Village School District\*
- Southern Local School District\*
- Salem City School District
- Leetonia Exempted Village School District\*

#### Coshocton

- Coshocton City School District
- Ridgewood Local School District\*
- Riverview Local School District\*

#### Cuyahoga **(County is below state average on Kindergarten Immunizations)**

- Brooklyn City School District
- Cleveland Metropolitan School District
- Cleveland Heights-University Heights City School District
- East Cleveland City School District
- Euclid City School District
- Garfield Heights City School District
- Maple Heights City School District
- Parma City School District
- South Euclid-Lyndhurst City School District

- Warrensville Heights City School District
- Richmond Heights Local School District
- Bedford City School District

Fayette (**county is below state average on Kindergarten Immunizations**)

- Miami Trace Local School District\*
- Washington Court House City School District

Franklin

- Columbus City School District
- South-Western City School District
- Whitehall Local School District
- Hamilton Local School District
- Groveport Madison Local School District
- Reynoldsburg City School District

Gallia

- Gallipolis City School District
- Symmes Valley Local School District\*
- Gallia County Local School District

Guernsey

- Cambridge City School District
- Rolling Hills Local School District\*

Harrison

- Harrison Hills Local School District\*
- Conotton Valley Union Local School District\*

Highland

- Hillsboro City School District
- Greenfield Exempted Village School District\*
- Bright Local\*
- Lynchburg-Clay Local School District\*

Hocking

- Logan-Hocking School District\*

Holmes **(County is below state average on Kindergarten Immunizations)**

- West Holmes Local School District\*

Huron **(County is below state average on Kindergarten Immunizations)**

- Norwalk City School District
- Willard City School District
- South Central Local School District\*
- Western Reserve Local School District\*
- Plymouth-Shiloh Local School District\*

Jackson

- Jackson City School District
- Wellston City School District\*
- Oak Hill Union Local School District\*

Jefferson

- Steubenville City School District
- Toronto City School District
- Buckeye Local School District\*
- Edison Local School District\*
- Indian Creek Local School District

Knox **(County is below state average on Kindergarten Immunizations)**

- Danville Local School District\*
- Mount Vernon City School District
- East Knox Local School District\*

Lawrence

- Ironton City School District
- Chesapeake Union Exempted Village\*
- Dawson-Bryant Local School District\*
- Rock Hill Local School District\*
- South Point Local School District
- Symmes Valley Local School District\*

Logan **(County is below state average on Kindergarten Immunizations)**

- Bellefontaine City School District
- Indian Lake Local School District
- Riverside Local School District\*

Lucas

- Oregon City School District
- Toledo City School District
- Springfield Local School District
- Washington Local School District

Meigs

- Eastern Local School District\*
- Meigs Local School District\*
- Southern Local School District\*

Monroe

- Switzerland of Ohio School District\*

Montgomery (**County is below state average on Kindergarten Immunizations**)

- Dayton City School District
- West Carrollton City School District
- Jefferson Township School District
- Trotwood-Madison School District
- Mad River Local School District
- New Lebanon Local School District\*
- Northridge Local School District

Morgan

- Morgan Local School District\*

Morrow

- Mount Gilead Exempted Village School District
- Cardington Local School District\*

Muskingum

- Zanesville City School District
- Franklin Local School District\*
- Maysville Local School District
- West Muskingum School District

Paulding

- Paulding Exempted Village School District\*

#### Perry

- New Lexington City School District\*
- Crooksville Exempted Village\*
- Southern Local School District\*

#### Pike

- Eastern Local School District\*
- Scioto Valley Local School District\*
- Waverly City School District
- Western Local School District\*

#### Preble

- National Trail Local School District\*
- Preble Shawnee Local School District\*

#### Richland **(County is below state average on Kindergarten Immunizations)**

- Mansfield City School District
- Buckeye Central Local School District\*
- Madison Local School District
- Plymouth-Shiloh Local School District\*
- Shelby City School District

#### Ross **(County is below state average on Kindergarten Immunizations)**

- Chillicothe City School District
- Adena Local School District\*
- Huntington Local School District\*
- Paint Valley Local School District\*
- Southeastern Local\*
- Union-Scioto Local School District

#### Scioto

- New Boston Local School District
- Bloom-Vernon Local School District\*
- Green Local School District\*
- Minford Local School District\*
- Northwest Local\*
- Valley Local\*
- Washington-Nile Local School District\*

- Clay Local School District\*
- Portsmouth City School District

**Stark (County is below state average on Kindergarten Immunizations)**

- Alliance City School District
- Canton City School District
- Massillon City School District
- Fairless Local School District\*
- Marlinton Local School District
- Minerva Local School District\*
- Perry Local
- Plain Local School District
- Sandy Valley Local School District\*

**Trumbull**

- Girard City School District
- Niles City School District
- Warren City School District
- Hubbard Exempted Village School District
- Bloomfield-Mespo Local School District\*
- Brookfield Local School District
- Joseph Badger Local School District\*
- Liberty Local School District
- LaBrae Local School District\*
- Weathersfield Local School District

**Tuscarawas**

- Claymont City School District\*
- New Philadelphia School District
- Newcomerstown Exempted Village School District\*
- Tuscarawas Valley School District

**Vinton (County is below state average on Kindergarten Immunizations)**

- Vinton County Local School District\*

**Washington**

- Caldwell Exempted Village School District\*
- Fort Frye Local School District\*
- Marietta City School District

The school district below is included as priority based on percentage of school district that is high need:

- Fostoria City School District (Seneca County)
- Clearview Local School District (Lorain County)
- Lorain City School District (Lorain County)
- Elyria City School District (Lorain County)
- Windham Exempted Village School District (Portage County) \*
- Campbell City School District (Mahoning County)
- Sebring Local School District (Mahoning County)
- Painesville City Local School District (Lake County)
- Leipsic Local School District (Putnam County)
- Berne Union Local School District (Fairfield County) \*
- St. Bernard-Elmwood Place City School District (Hamilton County)
- Circleville City School District (Pickaway County)
- Bucyrus City School District (Crawford County)
- Rossford Exempted Village School District (Wood County)
- Akron City School District (Summit County)

## Appendix B – School Nurse Clinic Start-Up Kit

Each school will be awarded a *School Nurse Clinic Start Up Kit* which includes the following:

<b>Physical Space</b>
Cot, pillow, blanket, and mattress with waterproof covers (disposable paper covers and pillowcases)
Sharps Container
Small portable basin
Exam Light
Covered waste receptacle with disposable liners (medical and non-medical waste)
<b>Physical Assessment Tools (durable)</b>
Stethoscope
Sphygmomanometer with cuffs: child, small adult, adult, ex large
Otoscope / Ophthalmoscope with disposable tips
Non-contact Thermometer
Pulse Oximeter
Bandage Scissors and tweezers
Penlight (with replaceable battery and light)
Stadiometer
Medical grade scale
Vision screening equipment (see Ohio Department of Health guidelines)
Hearing screening equipment (see Ohio Department of Health guidelines)
<b>First Aid Supplies (disposable)</b>
Adhesive bandages– assorted sizes
Non-adhesive bandages
Alcohol wipes or bottle of alcohol and cotton balls
Hydrogen Peroxide
Triangular bandages for sling
Gauze bandage: (1" and 2")
Sterile gauze pads (2"x2"; 3"x3") individually packaged
Nonsterile gauze pads (2'x2')
Tape – 1 inch and ½ inch porous and non-porous
Sterile cotton tipped applicators, individually packaged
Tongue blades
Splints (long and short)
Ace wraps: 3 inch and 2 inches
Safety pins



Disposable facial tissues
Cold packs (compresses)
Sanitary napkins
Pocket mask/face shield for CPR
Flashlight with spare bulb and batteries
Hank's Balanced Salt Solution (Save-A-Tooth – emergency tooth preserving system manufactured by 3M)
Small bags for ice
Paper drinking cups (small)
Paper pill cups (small)
<b>Personal Protective Equipment (PPE)</b>
N-95 masks
Gowns
Face Shields or Goggles
Disposable gloves (nitrile or vinyl)
<b>Literature</b>
Most recent editions of:
<i>Individualized Healthcare Plans for the School Nurse</i>
<i>School Nursing: A Comprehensive Text</i>
<i>School Nursing: Scope and Standards of Practice</i>
CPR Manual
Current wall charts:
<i>First aid</i>
<i>Choking</i>
<i>CPR</i>
<i>Dental emergency</i>

## Appendix C – Newly Hired Nurse Supply List

The Public School District will supply the following items to the newly hired nurse:

<b>SPACE:</b>
Private office space with door, temperature controlled, and sufficient light and electrical outlets
Sink with running water or handwashing station with filled soap dispenser and paper towels
Toilet and sink in or adjacent to the clinic. If in clinic, must be private with a separate door.
Privacy curtains around cot
<b>FURNITURE:</b>
Desk and office chair for nurse
Chairs for students, staff, or family members
Locking file cabinet
Locking cabinet or drawer for medication
Small refrigerator for medication
Bulletin board
<b>TECHNOLOGY:</b>
Computer with internet
Phone
Secure, confidential documentation method (e.g., paper, or electronic)
<b>ACCESS TO:</b>
Ice
Isolation area
Printer, ink, and paper
Appropriate cleaning solution such as a tuberculocidal agent that kills hepatitis B virus
<b>PROFESSIONAL DEVELOPMENT:</b>
Provide leave for the new school nurse to attend Ohio Department of Health (ODH) School Nursing Program professional development (PD) for the first year of employment.
The school must provide for other costs related to the new nurse attending PD provided by the ODH School Nursing Program; including provision of substitute school nurse to allow for nurse to fully participate in virtual or face-to-face conferences, and any related travel, lodging, and meals.