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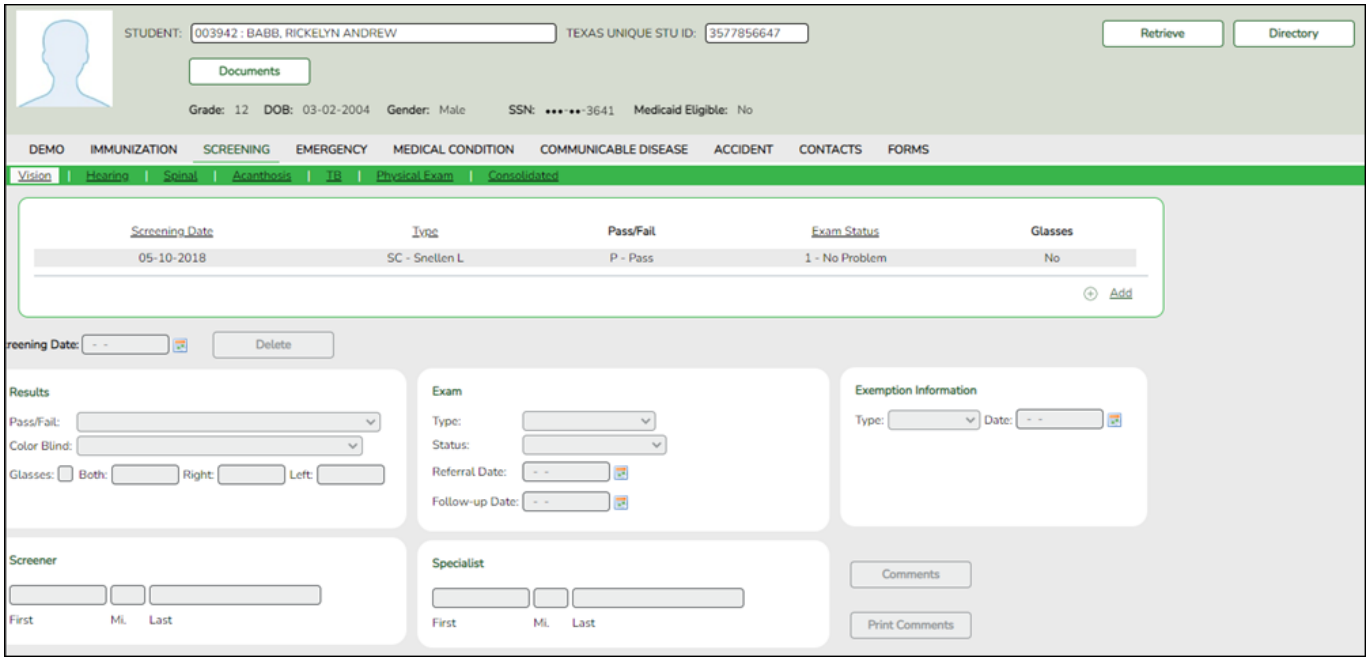
# Screening

# Table of Contents

***Health > Maintenance > Student Health > Screening - Vision***

This tab allows you to maintain data about a student's vision screenings.

This tab is not enabled until you retrieve a student.




## Update data:

Select a student

❑ To retrieve a student's records, select the student in one of the following ways:

| | |
|---|---|
| **Student** | Begin typing the student ID (with leading zeros) or last name. As you begin typing, a drop-down list displays students whose ID or last name *begins with* the numbers or characters you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.<br><br>The student can also be located by typing the name in one of the following formats:<br><br>• Last name, comma, first name (smith, john)<br>• Last name initial, comma, first name initial (s,j)<br>• Comma, first name (,j) |
| **Texas Unique Stu ID** | Type all or part of the student's Texas Unique Student ID to retrieve students whose ID *begins with* the characters you typed.<br><br>If the student does not have a Unique ID, click TSDS Unique ID button to connect to the TSDS Unique ID Web Service and obtain an ID. Your LEA must have the appropriate credentials through Texas Education Agency Login (TEAL) before this functionality can be used.<br>Review the Assign a TSDS Unique ID guide for additional information. |
| **Directory** | Click to select a student from the Directory. |
| **(photo)** | If a photo exists for the student, the student photo is displayed.<br><br>From Registration > Maintenance > Student Enrollment, you can change the student photo:<br><br>1. Hover over the image, and click **Change**. The Change Student Photo window opens.<br><br>2. Click **Choose File**. Locate and open the file for the new image.<br><br>3. Click **Save**. The window closes, and the new image is displayed.<br><br>Photos are not displayed in all applications. They are displayed in Attendance (Inquiry), Discipline, Grade Reporting, Graduation Plan, Health, Registration, and Scheduling. They are not displayed in Special Ed or Test Scores. |

The student's existing vision screening records are displayed.

The list can be re-sorted.

You can re-sort the grid by clicking on an underlined column heading. It will sort in ascending order. Click it again to sort in descending order.

A triangle next to the column heading indicates the column by which the grid is currently sorted and whether it is sorted in ascending or descending order.

❑ Click **+Add** to add a vision screening record.

The fields below the grid are enabled.

| | | |
|---|---|---|
| **Screening Date** | Type the date on which the screening test was administered in the MMDDYYYY format. Or, click to select the date from the calendar. | |
| **Results** | **Pass/Fail** | Select the overall result of the vision test.<br>For a religious exemption, select *Exempt*. |
| | **Color Blind** | Select the result of the color blind test. |
| | **Glasses** | Select if the student was wearing glasses when tested.<br><br>For **Both**, **Right**, and **Left**, type the three-digit test results for both eyes, the right eye, and the left eye. |
| **Screener** | Type the screener's first name (up to 9 characters), middle initial, and last name (up to 14 characters). | |
| **Exam** | **Type** | Select the type of vision test administered.<br>For a religious exemption, select *Other*. |
| | **Status** | Select the status of the follow-up exam if applicable.<br>For a religious exemption, select *Not Examined*. |
| | | **Treatment**: Refers to a student who has been referred for a possible vision problem and for whom follow-up has resulted in documented evaluation and care. The Vision, Hearing, and Spinal Screening Annual reporting Survey (VHSSARS) requires schools to record the “outcome or treatment indicated,” meaning the student received appropriate professional services after referral (e.g., eye exam, corrective lenses, or other medical care). |
| | | **Transferred**: Refers to a student who left the school or facility before follow-up could be completed. The Vision, Hearing, and Spinal Screening Annual reporting Survey (VHSSARS) specifies reporting “the number transferred out of the facility prior to receiving professional examination results,” indicating that responsibility for follow-up shifted to another school or facility.<br><br>**Facility** includes public or private preschools and schools (i.e. schools, preschools, licensed child care centers and/or licensed child care homes).<br><br>**NOTE**: An individual's screening records may be transferred among facilities without the consent of the individual under the scenarios described at Texas Family Code, 32.003 or, if the individual is a minor, the minor's parent, managing conservator, or legal guardian, pursuant to Texas Health and Safety Code, 36.006c |
| | **Referral Date** | Type the date on which the student was referred to a specialist in the MMDDYYYY format. Or, click to select the date from the calendar. This field is also updated when you generate a referral letter from Letters > Run Letter > Print Letters and click **Update Referrals**. |
| | **Follow-up Date** | Type the date of the follow-up exam in the MMDDYYYY format. Or, click to select the date from a calendar. |
| **Specialist** | If the student visited a specialist after the screening, type the specialist's first name (up to 9 characters), middle initial, and last name (up to 14 characters). | |
| **Exemption Information** | **Type** | Select the type of exemption if applicable. |
| | **Date** | Type a valid affidavit date in the MMDDYYYY format. Or, click to select the date from a calendar. |

❑ To edit an existing record, click the record in the grid.

The fields below the grid are enabled allowing you to make changes.

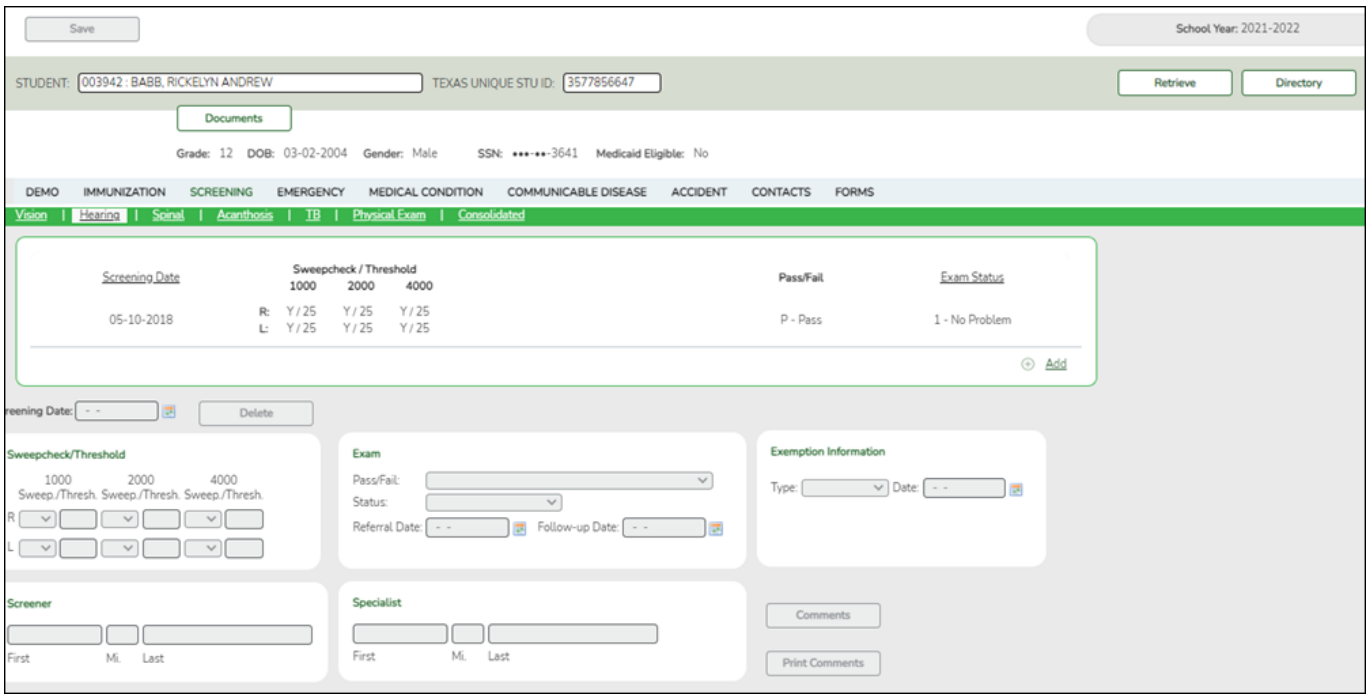
❑ Click **Save**.

| | |
|---|---|
| **Delete** | To delete a vision screening record, click a record in the grid to select it, and then click **Delete**. You are prompted to confirm that you want to delete the record. Click **OK**. |
| **Comments** | Click to add comments for the record. The window opens; existing comments are displayed. Add or edit comments and click **OK**.<br><br>If comments exist for the record, a paperclip icon is displayed on the button.<br><br>The first 1000 characters of these comments will print on the Medical Profile Report - SHS0810. |
| **Print Comments** | Print the Comments - Vision report.<br><br>**Review the report using the following buttons**:<br><br>Click First to go to the first page of the report.<br>Click to go back one page.<br>Click to go forward one page.<br>Click Last to go to the last page of the report.<br><br>**The report can be viewed and saved in various file formats**.<br><br>Click to save and print the report in PDF format.<br>Click to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.<br>Click to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead. |
| Medical Alert | View medical alert.<br>The button is displayed if a medical warning exists for the student and **Consent to Display Alert** is selected on Health > Maintenance > Student Health > Emergency.<br><br>Click to view the student's medical alert information. |
| **Documents** | View or attach supporting documentation. |

***Health > Maintenance > Student Health > Screening - Hearing***

This tab allows you to maintain data about a student's hearing screenings.

This tab is not enabled until you retrieve a student.




## Update data:

### Select a student

❑ To retrieve a student's records, select the student in one of the following ways:

| | |
|---|---|
| **Student** | Begin typing the student ID (with leading zeros) or last name. As you begin typing, a drop-down list displays students whose ID or last name *begins with* the numbers or characters you have typed. The drop-down list displays the students' full name and grade level. From the drop-down list you can select the student.<br><br>The student can also be located by typing the name in one of the following formats:<br><br>• Last name, comma, first name (smith, john)<br>• Last name initial, comma, first name initial (s,j)<br>• Comma, first name (,j) |

| | |
|---|---|
| **Texas Unique Stu ID** | Type all or part of the student's Texas Unique Student ID to retrieve students whose ID *begins with* the characters you typed.<br><br>If the student does not have a Unique ID, click TSDS Unique ID button to connect to the TSDS Unique ID Web Service and obtain an ID. Your LEA must have the appropriate credentials through Texas Education Agency Login (TEAL) before this functionality can be used.<br>Review the Assign a TSDS Unique ID guide for additional information. |
| **Directory** | Click to select a student from the Directory. |
| **(photo)** | If a photo exists for the student, the student photo is displayed.<br><br>From Registration > Maintenance > Student Enrollment, you can change the student photo:<br><br>1. Hover over the image, and click **Change**. The Change Student Photo window opens.<br><br>2. Click **Choose File**. Locate and open the file for the new image.<br><br>3. Click **Save**. The window closes, and the new image is displayed.<br><br>Photos are not displayed in all applications. They are displayed in Attendance (Inquiry), Discipline, Grade Reporting, Graduation Plan, Health, Registration, and Scheduling. They are not displayed in Special Ed or Test Scores. |

The student's existing hearing screening records are displayed.

The list can be re-sorted.

You can re-sort the grid by clicking on an underlined column heading. It will sort in ascending order. Click it again to sort in descending order.

A triangle next to the column heading indicates the column by which the grid is currently sorted and whether it is sorted in ascending or descending order.

❑ Click **+Add** to add a hearing screening record.

The fields below the grid are enabled.

| | |
|---|---|
| **Screening Date** | Type the date on which the screening test was administered in the MMDDYYYY format. Or, click to select the date from the calendar. |
| **Sweepcheck/Threshold** | For each frequency (1000, 2000, and 4000) for the right and left ears, enter the following:<br>**Sweep.** Select the results for the sweepcheck.<br>**Thresh.** Type the lowest decibel level (two digits) at which the student responds. |

| | | |
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| **Screener** | Type the screener's first name (up to 9 characters), middle initial, and last name (up to 14 characters). | |
| **Exam** | **Pass/Fail** | Select the overall result of the hearing test.<br>For a religious exemption, select *Exempt*. |
| | **Status** | Select the status of the follow-up exam if applicable.<br>For a religious exemption, select *Not Examined*. |
| | | **Treatment**: Refers to a student who has been referred for a possible vision problem and for whom follow-up has resulted in documented evaluation and care. The Vision, Hearing, and Spinal Screening Annual reporting Survey (VHSSARS) requires schools to record the "outcome or treatment indicated," meaning the student received appropriate professional services after referral (e.g., eye exam, corrective lenses, or other medical care). |
| | | **Transferred**: Refers to a student who left the school or facility before follow-up could be completed. The Vision, Hearing, and Spinal Screening Annual reporting Survey (VHSSARS) specifies reporting "the number transferred out of the facility prior to receiving professional examination results," indicating that responsibility for follow-up shifted to another school or facility.<br><br>**Facility** includes public or private preschools and schools (i.e. schools, preschools, licensed child care centers and/or licensed child care homes).<br><br>**NOTE**: An individual's screening records may be transferred among facilities without the consent of the individual under the scenarios described at Texas Family Code, 32.003 or, if the individual is a minor, the minor's parent, managing conservator, or legal guardian, pursuant to Texas Health and Safety Code, 36.006c |
| | **Referral Date** | Type the date on which the student was referred to a specialist in the MMDDYYYY format. Or, click to select the date from the calendar.<br>This field is also updated when you generate a referral letter from Letters > Run Letter > Print Letters and click **Update Referrals**. |
| | **Follow-up Date** | Type the date of the follow-up exam in the MMDDYYYY format. Or, click to select the date from a calendar. |
| **Specialist** | If the student visited a specialist after the screening, type the specialist's first name (up to 9 characters), middle initial, and last name (up to 14 characters). | |
| **Exemption Information** | **Type** | Select the type of exemption if applicable. |
| | **Date** | Type a valid affidavit date in the MMDDYYYY format. Or, click to select the date from a calendar. |

❑ To edit an existing record, click the record in the grid.

The fields below the grid are enabled allowing you to make changes.

❑ Click **Save**.

| | |
|---|---|
| **Delete** | To delete a hearing screening record, click a record in the grid to select it, and then click **Delete**. You are prompted to confirm that you want to delete the record. Click **OK**. |
| **Comments** | Click to add comments for the record. The window opens; existing comments are displayed. Add or edit comments and click **OK**.<br><br>If comments exist for the record, a paperclip icon is displayed on the button.<br><br>The first 1000 characters of these comments will print on the Medical Profile Report - SHS0810. |
| **Print Comments** | Print the Comments - Hearing report.<br><br>**Review the report using the following buttons**:<br><br>Click First to go to the first page of the report.<br>Click to go back one page.<br>Click to go forward one page.<br>Click Last to go to the last page of the report.<br><br>**The report can be viewed and saved in various file formats**.<br><br>Click to save and print the report in PDF format.<br>Click to save and print the report in CSV format. (This option is not available for all reports.) When a report is exported to the CSV format, the report headers may not be included.<br>Click to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead. |
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