

Screening - Spinal

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Health > Maintenance > Student Health > Screening - Spinal

This tab allows you to maintain data about a student's spinal 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. The student can also be located by typing the name in one of the following formats: • Last name, comma, first name (smith, john) • Last name initial, comma, first name initial (s,j) • 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. 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. 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. From Registration > Maintenance > Student Enrollment, you can change the student photo: 1. Hover over the image, and click **Change**. The Change Student Photo window opens. 2. Click **Choose File**. Locate and open the file for the new image. 3. Click **Save**. The window closes, and the new image is displayed. 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 spinal 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 spinal 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	**Signs/Symptoms**	Indicate signs and symptoms observed. For a religious exemption, select *Exempt*.
	Degrees	Type the two-digit number indicating the degree of curvature found if applicable.
	Treatment	Select the treatment needed if applicable.
Screener	Type the screener's first name (up to 9 characters), middle initial, and last name (up to 14 characters).	
Exam	**Prior Treatment**	Select if the student received prior treatment.
	Rescreen	Select if this is a re-screen.
	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.
Findings	❑ Click the button to enter the results of the spinal test. The findings window opens. If findings already exist for the screening record, a note icon is displayed on the button. ❑ Click **+Add** to add a finding.	
	Finding	Select the observed spinal view and type.
		Delete a finding from the list. 1. Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. You can select multiple rows to be deleted at the same time. 2. Click **Save**. You are prompted to confirm that you want to delete the row. Click **Yes** to continue. Otherwise, click **No**. You can save edits and delete records in the same step (i.e., the changes are all committed when the record is saved).
	❑ Click **OK** to close the Findings window.	

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 spinal 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**. If comments exist for the record, a paperclip icon is displayed on the button. The first 1000 characters of these comments will print on the Medical Profile Report - SHS0810.

Print Comments	Print the Comments - Spinal report. **Review the report using the following buttons**: Click First to go to the first page of the report. Click to go back one page. Click to go forward one page. Click Last to go to the last page of the report. **The report can be viewed and saved in various file formats**. Click to save and print the report in PDF format. 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. Click to close the report window. Some reports may have a **Close Report**, **Exit**, or **Cancel** button instead.
Medical Alert	View medical alert. 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. Click to view the student's medical alert information.
Documents	View or attach supporting documentation.


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