

Head Start/Early Head Start Policies and Procedures

Hemoglobin/Hematocrit

Policy

In accordance with the CA State CHDP Periodicity Schedule all children at the ages of 9-12 months, 24 months, 3 years and 4-5 years of age are required to have evidence of a hemoglobin/hematocrit test.

Rationale: CA State CHDP periodicity Schedule for Health Assessment Requirements by Age Groups January 2012. Head Start Performance Standard CFR 1304.20(a)(1). Head Start Performance Standard CFR 1304.20(b)(1)

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Procedure

Guidance: In accordance with the CA State CHDP Periodicity Schedule all children at the ages of 9-12 months, 24 months, 3 years and 4-5 years of age are required to show the age appropriate evidence of a hemoglobin/hematocrit test. If a hemoglobin/hematocrit is not completed at the appropriate intervals, the child must be immediately referred back to the medical provider. The hemoglobin/hematocrit test is completed to ensure that there is a sufficient amount of iron in the blood.

Procedure:

Early Head Start (Home and Center Based):

- If a child enrolls in Early Head Start prior to 9 months, Early Head Start staff are responsible to begin requesting the hemoglobin/hematocrit test from the physician at the 9 month well-child check.
 - A physician may refuse to complete the hemoglobin/hematocrit test at the 9 month well-child check. It is the Early Head Start staff's responsibility to continue to follow-up with the family between 9 and 12 months for the first hemoglobin/hematocrit test.
- If a child enrolls in Early Head Start between 13 and 23 months, Early Head Start staff are responsible for requesting the hemoglobin/hematocrit test from the physician that was completed between the 9-12 month well-child checks.
- If a child enrolls in Early Head Start after 24 months, Early Head Start staff are responsible for requesting evidence of the hemoglobin/hematocrit test from the physician from the 24 month well child check.
- **All requests will be made from the Early Head Start Educator to the child's family; the family will be given an Early Head Start Well Child Check form or the Hemoglobin Results form to give to their medical provider to use as documentation. Documentation of the requests will be documented in the child's file, under the family contact section and/or on the Home Visit plan.**

Head Start Pre-School (Home and Center Based):

- If a child enrolls in Head Start at 3 years old, Head Start staff are responsible for requesting evidence of a hemoglobin/hematocrit test completed at 3 year old physical exam.
- If a child enrolls in Head Start at 4 years old and has not had a 4-5 year old physical exam completed, Head Start staff are responsible for

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requesting evidence of the hemoglobin/hematocrit completed at the 3 year old physical exam.

- Head Start staff are responsible for requesting evidence of the hemoglobin/hematocrit test from the physician for the 4-5 year old exam.
 - The 4-5 year old physical exam may be completed after completion of the Head Start program due to insurance requirements or physician option, and therefore, the 4-5 year old hemoglobin/hematocrit may not be present. However, staff must document efforts to obtain the 4-5 year old hemoglobin/hematocrit in the child's file.
- **All requests will be made from the Family Services Worker/Home Visitor/Site Supervisor to the child's family; the family will be given the Head Start Physical Exam form or the Hemoglobin Results form to document evidence of the hemoglobin/hematocrit test. Documentation of the requests will be documented in the child's file, under the family contact section and/or the Home Visit Plan.**

Pass/Fail Levels:

- Any hemoglobin at or above 11.6 is considered a pass
- Any hemoglobin between 10.0 and 11.5 is considered a fail
- Any hemoglobin below 10.0 is a fail and requires an automatic referral to Health/Nutrition Services. This referral must be completed within two weeks of the date the results were received by staff.
- Any hematocrit at or above 34.1% is considered a pass
- Any hematocrit between 30% and 34% is considered a fail
- Any hematocrit below 30% is a fail and requires an automatic referral to Health/Nutrition Services. This referral must be completed within two weeks of the date the results were received by staff.

NOTE: If after 90 days from the child's enrollment date staff are unable to obtain a blood lead test for any child regardless of age, the child must be referred to SOP Health/Nutrition Services Unit. Staff must include all dates they have spoken/contacted the parent regarding the missing hemoglobin/hematocrit with the referral.