

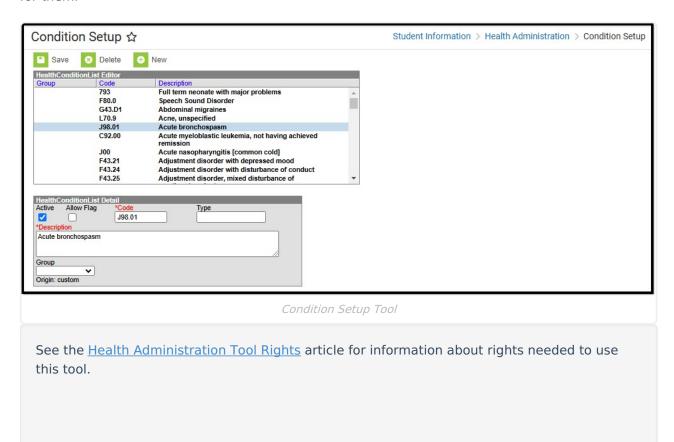
Condition Setup

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Tool Search: Condition Setup

The Health Condition Setup tool stores students' conditions or diseases. These conditions can be listed on the student's <u>Conditions</u> tool, and related treatments or medications can then be tracked for them.



Health Condition List Prerequisites

The following items must be done before creating health conditions.

Health System Preferences

Tool Search: System Preferences

System Preferences are available that affect the display and logic of health conditions and condition flags when assigned to a student. These preferences should be reviewed and set as appropriate for the school district.

• Flag Health Conditions



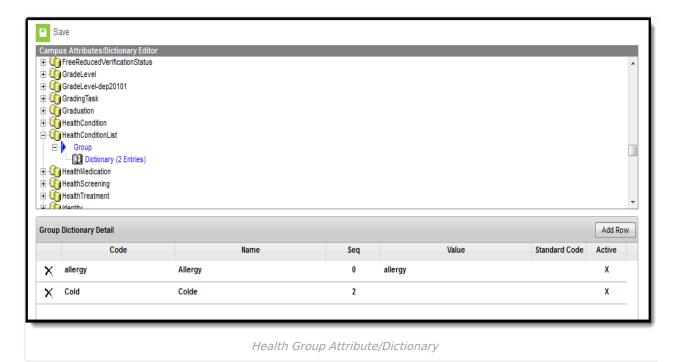
• Default Health Conditions

These preferences must be set for conditions to work properly.

Condition List Groups

Tool Search: Attribute Dictionary

Groups can be created for Health Conditions to better organize the list of conditions a district may have. This is done by adding a Group dictionary item to the Health Condition List attribute.



Add Health Condition Group Dictionary Items

- 1. Expand the Health Condition List folder in the Campus Attributes/Dictionary Editor.
- 2. Expand the **Group** heading within the Health Condition List folder.
- 3. Select the **Dictionary** link
- 4. Select Add Row.
- 5. Enter a **Code** for the group. Codes can be entered as numbers or letters.
- 6. Enter the **Name** for the group.
- 7. If there is a specific sequence that condition groups should appear, enter a **Sequence**. Sequences of 1 appear first in sort lists. If no sequence is entered, the group names will appear alphabetically or numerically, depending on the entered code.
- 8. Enter a **Value** for the dictionary item if desired.
- 9. Mark the item as **Active**. This will display the group name in the selection editor for Health Conditions.
- 10. Repeat this process as many times as necessary.
- 11. When finished, click the **Save** button. New (active) dictionary items will be available for selection when entering health condition options in System Administration.



Create a New Health Condition

- In System Administration > Health > Condition List, select the New button. The Health Condition List Detail editor will appear below.
- 2. Mark the **Active** checkbox to allow the condition to be assigned to a student. If not selected, the condition can still be saved, but will not appear in the list of conditions for a student. The condition will appear in the Condition List Editor in non-bold font. Active conditions appear in bold font.
- 3. When the condition is assigned to a student, districts have the option of displaying a condition flag next to the student's name. If this new condition should cause a flag to appear next to a student's name, mark the **Allow Flag** checkbox.
- 4. Enter the code for the condition within the **Code** field. This code can be a state code for a certain condition, a district code, or a code number that comes from the International Classification of Diseases (ICD) list.

Codes can be up to 10 digits or characters in length.

- 5. Enter the type of condition within the **Type** field if desired. The Type will be combined with the Code on reports and lists if populated.
- 6. Enter a description for the condition within the **Description** field. This description can be up to sixty characters in length, including any spaces or punctuation.
- 7. Designate a **Group** for the condition if desired by selecting a group from the dropdown list. If no group option is appropriate for the condition, leave this field blank. Groups are created in the <u>Attribute Dictionary</u>.
- 8. **Note**: The **Origin** field is read-only, identifying the list from which this condition was created. A <u>System Preference</u>, Default Health Conditions, determines which list of conditions displays.
- Select the Save button when finished. The new condition will appear within the Health Condition List Editor.