

## QUOGUE UNION FREE SCHOOL DISTRICT

PO Box 957 – 10 Edgewood Road

Quogue, NY 11959

Telephone (631) 653-4285; Nurse extension is # 1  
Office Fax (631) 996-4600 / Nurse Fax (631) 653-4864

Jeffrey E. Ryvicker  
Superintendent of Schools

Dear Parents/Guardians,

New York State law requires a health examination for all students **entering the school district for the first time and when entering Pre-K, K, 1<sup>st</sup>, 3<sup>rd</sup>, or 5<sup>th</sup> grade**. The health examination must be completed by a New York State licensed physician, physician assistant or nurse practitioner.

**SCHOOL HEALTH EXAMINATION GUIDELINES: *Examination performed by private health care provider -***

“A health certificate is the written document that is completed by a private health care provider following a complete history and physical examination. Each certificate or appraisal is to describe the condition of the student when the examination was made, which is not more than twelve months prior to the start of the school year in which the examination is required, and shall state whether the student is in fit condition of health to permit his or her attendance in the public schools (Education Law Article 19 §903).”

A dental certificate which states your child has been seen by a dentist or dental hygienist is also requested, but not required, at the same time. The school will provide you with a list of dentists and registered dental hygienists who offer dental services on a free or reduced cost basis if you ask for it.

- A copy of the health examination must be provided to the school within 30 days from when your child first starts at the school, and when your child starts Pre-K, K, 1<sup>st</sup>, 3<sup>rd</sup>, & 5<sup>th</sup> grades. If a copy is not given to the school within 30 days, the school will contact you.
- If your child has an appointment for an exam during this school year that is after the first 30 days of school, please notify the Health Office with the date.
- For your convenience, a physical exam form and dental certificate for your health care providers is enclosed. Note: Until 1/30/21 schools may accept any health exam regardless of the form it is on.
- Communication between private and school health staff is important for safe and effective care at school. Your healthcare provider may not share health information with school health staff without your signed permission. Please talk to your provider about signing their consent form for the school at the time of your child’s appointment for the examination.

We suggest you make copies of the completed forms for your own records before sending them to the school health office. Forms may also be faxed to the number below.

Sincerely,  
Meredith Roessle MSN, RN, NP-C, CDE  
School District Nurse  
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