Dear Colleagues;

Over 95% of school aged children (More than 50 million) attend school representing an opportunity to collect true population level data. As collectors of population data, school nurses hold the key to understanding the health of our nation's children. While national experts can only estimate the number of children with chronic health conditions, school nurses are in a position to accurately report every student in their case load with such conditions.

Collecting data at a national level brings visibility to the needs of students to be healthy and safe at school, and the ways in which school nurses support those needs. Collecting and sharing data in a format and process that is standardized across the nation, supports the credibility and value of the data collected, and provides a powerful platform to describe child health, and the collective impact of school nursing. Collecting and sharing data in this way supports the credibility and value of the data collected, and provides a powerful platform to describe child health, and *the collective impact of school nursing.*

To support the health of school-age children and the impact of school nursing, NASN and NASSNC have collaborated to develop a **national school nursing data set** which describes the schools where we work, the school community we care for, the nature of our practice, and outcomes of our care. *This means that the work of all school nurses, in every setting and with every employer, is included in the set.* The goal is to help describe the relationship between investments in school nurses and nurse sensitive student outcome indicators (i.e. *Provide data to support the value of having school nurses in schools!*).

In addition to this opportunity to contribute to this national data set, this information can be used within our own state to guide state legislation, policies and practices! Thus, the New Jersey State School Nurses Association (NJSSNA) is assisting with the data-collection process. *It is our hope that every school nurse will participate.* This includes those that work in public schools, private/parochial/special-needs schools, and charter school within the state of NJ. *You do not need to be a state-certified school nurse or a member of NJSSNA to participate in this survey !*

The data set does not include everything a school nurse does; it is a MINIMUM data set, aimed at collecting the key points that are needed to show the effect of school nursing on

student's health and education. It is anticipated that the minimum data set may expand in the future as we grow in our understanding of the interaction between health and education. Our goal is to annually report the data on each school year. *For the 2015-2016 school year, we are hoping to collect district-wide public school data points, and individual school data points for schools that are not part of larger school districts (charter, state, private and parochial schools).*

DATA POINTS

The following data points are being collected for the 2015-2016 school year include:

1. **School Health Workforce** which describes who works in the school health office. This includes the number of :
   - RN's employed full-time
   - RN's employed part- time
   - RN's employed as substitute school nurses
   - LPN's employed full-time
   - LPN's employed part-time
   - Health office aides
   - Health office clerical staff

2. **Children's Chronic Health Diagnoses** which represents some of the most common chronic conditions that require school nurse intervention. These include students diagnosed with:
   - Type I Diabetes
   - Type II Diabetes
   - Asthma
   - Seizures
   - Life-threatening allergies

3. **Disposition of the Student After a Health Office Visit or Encounter which** reports on the outcomes of school nurse interventions; collected throughout the year for each student encounter to the health office. Specifically we want to know how many of these health office visits/RN encounters
   - How many students were returned to class/stayed in school (district-wide)
   - How many were sent home, **at the RN's discretion** (district-wide)
   - How many student encounters required the RN to call 911 /activate EMS (district-wide)

Detailed information on this national initiative, titled "Step Up & Be Counted" is available on the NASN webpage: https://www.nasn.org/Research/StepUpBeCounted This

information includes definitions of all data points, webinars, handouts, and detailed FAQ's.

Please take some time to review this webpage!

DATA COLLECTION

1. Nurses are asked to report on CONFIRMED data so that we can accurately represent student needs. Please do NOT guesstimate.
    a. Much of the data related to the first two data points (School Health Workforce and Chronic Conditions) is already available in your school/district's QSAC report, which is public record and has already been submitted to the county superintendent's office for the 2015-2016 school year!
2. Data is collected at the school level from school nurse's documentation of their work and reported in aggregate (group) at the district level to protect student confidentiality. No personal information of children is collected.
3. Many electronic software programs collect these data points. Schools Nurses are encouraged to collaborate with the software vendors to update their software so that the national data points can be easily and accurately captured and reported.
4. For those who use paper charting, a Data Collection template is available on the Step Up and Be Counted website

DATA USE

1. To protect the confidentiality of individual students, the data submitted to the National Data Set will be used only in group (aggregate) form and **will NOT be identifiable by student name, school, district, or county.**
    a. The survey does not request any student names or identifiable student information. For data quality purposes only, the survey does request information regarding the school district and the school nurse reporting. **Please be assured that the data results will be reported anonymously.**
2. School nurses are encouraged to use their data to share with their principals and school boards to help 'paint a picture' of their practice. *School Nurses a across the country have been able to make the case for increased staffing using the results of their data collection.
3. Data can be used at a state and national level to demonstrate the value of school health services led by a professional school nurse.

We appreciate how very busy school nurses are! However, we know you understand that this is a hugely important initiative that will ultimately enhance your practice and your profession!! As registered professional nurses and school nurses, each of us has a professional responsibility to participate in professional endeavors (which include data collection) and promote our practice! We can't do this without your help.

We are asking that ONE school nurse representative from each public school district, and each school nurse in a private /parochial/special needs/charter school complete the Uniform Data Set Survey. You can begin the survey by submitting the first two data points (Health Office Workforce Data and Number of Chronic Conditions), with information from your school/district QSAC report, then save the survey so that you can reenter it at the end of the school year to submit the final data point (Health Office Dispositions) for your school/district. The survey must be submitted by June 30, 2016!!

Prior to accessing the survey, we recommend that you have your school/district QSAC data in front of you (Health Office Workforce & Chronic Conditions). Although this information may have changed since it was submitted in the fall of 2015, it is submitted annually and is a good reference point for data collection from year to year. When submitting data for the final data point, you should have your school/district health office disposition data available to you as well. Survey results will be reported on the NJSSNA website in August 2016!

To access this survey, specific for New Jersey data, please go to the following link:
https://njssna.co1.qualtrics.com/SE/?SID=SV_1S9Z33UuSbopsFL

The results of the NJSSNA pilot study conducted during the 2014-2015 school year have been posted in the NJSSNA School Nurse Net Community Library, and have already provided valuable information on school nursing practice as it exists in NJ. *This year, we are aiming for at least a 50% response rate from New Jersey School Nurses!! As there are 600 school districts in NJ, we are working toward a goal of at least 300 responses this year!*

New Jersey has long been the "Gold-Standard" in school nursing with a school nurse in every school! This is our opportunity to articulate the enormous value we provide in linking student health to their academic success! *PLEASE join us in this effort to start the long-overdue process of quantifying school nursing practice in New Jersey!*

If you have any questions related to the project, please contact Dr. Laura Jannone (ljannone@monmouth.edu) or Dr. Lorraine Chewey (lchewey@njcu.edu). We are your New Jersey Data Champions and will be happy to answer any questions you might have.

With kind regards,

Lorraine Chewey & Laura Jannone

New Jersey Data Champions