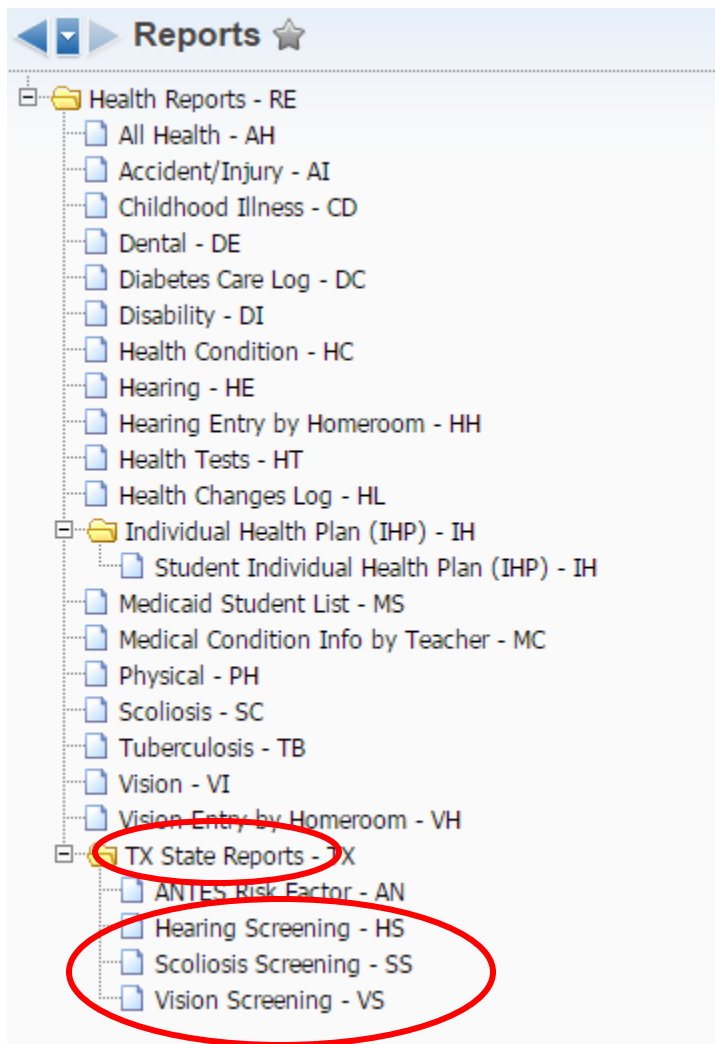


# HEALTH - RUNNING STATE REPORTS

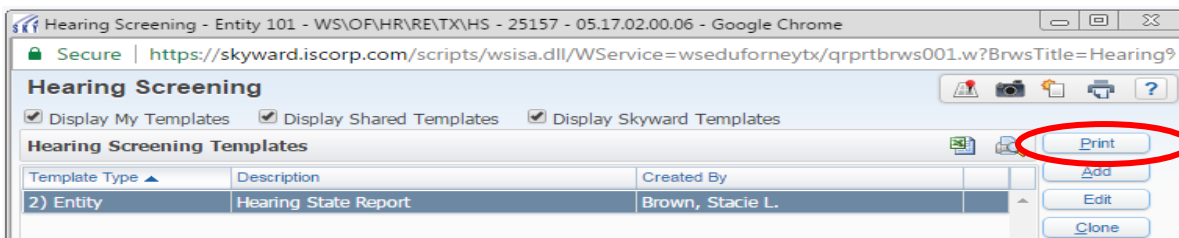


To run your report and check for any documentation errors or students that missed on mass screenings, Use the pathway Office → Health Records→ Reports.

The report that you want to run is under the TX State Reports folder. Choose one at a time the Hearing, Scoliosis and Vision screening listed. When each is open simply select the state report template and click print.

Use the Auditing State Reports click sheet to help you interpret the report. These reports list the students in different categories and make reconciliation much easier.

NOTE: Screen all students in required screening grades and that your number failed equals your number referred.



# AUDITING SCREENING ENTRIES FOR STATE REPORTS

Gr	Problem	Treatment	Screened			Number Failed with Auto		Number Referred with Auto		Number Transferred with Auto		No Problem with Auto		Treatment		Referred Not Examined	
			Number Screened	Screened with Correction	with Screening Device	Number Failed	Screening Device	Number Referred	Screening Device	Number Transferred	Screening Device	Problem	No Screening Device	Treatment	Screening Device	Not Screening Device	Examined
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)
1P																	
1K			60	4		4		5				1			2		
11			51	3		1		1							1		
12			70	6		3		3							1		
13			76	6		2		2							1		
14			85	21				2									
15			76	13		4		4							1		
16			88	25		4		5							1		
17																	
18																	
19																	
110																	
111																	
112																	
17			506	78		18		22				1			7		

**Page one** of the report is a summary of screening. Follow Texas rules for report submission to make sure your numbers are correct in each column.

**Page two** starts the listing of students in each column or category for auditing purposes. All students with hearing/vision screening will be printed in alpha and grade order AND by screening results that you entered. These categories need to be reviewed carefully and compared to the first page to ensure all students have been documented correctly for screenings.

The following categories need to be examined closely:

Category: S tudents Screened with Glasses

On **vision**, make sure each student that was screened with correction has a Lens Code entered.

Category: S tudents Failed

Category: S tudents Transferred

Students who failed, were referred, but referral results were not obtained before they *withdrew from the district* (not just transferred to different school within the district) = **Comment Code TRA**

Category: Referred

Category: S pecialist Exam – No Problem

Category: Referred No Exam

Category: S pecialist Exam – Treatment

Referral results as the state requires must have **Comment Codes NP, RNE or TM**

Student has NO Health Record type =

These students have no screening entered from your campus. Check to make sure that all mandatory grade levels are not on this list so no students were missed.

Student has a Health Record type = , but no valid comment code was given to indicate if the student was referred, transferred, received a specialist exam, or was referred not examined

Student has a Health Record type = , but the Overall or Combined result: pass/fail indicator was not checked.

The last page (s) of the report will list the names of students that have data entry errors. **Correct all data entry errors.**