

Big Sandy Area C.A.P., Inc. – HEAD START
Program Policies and Procedures

Hematocrit/Hemoglobin Determination

POLICY:

The program will ensure that all children are screened for iron deficiency within 90 calendar days of the child's enrollment date.

This policy relates to [Head Start Performance Standards 45 CFR Part 1302.42](#)

PROCEDURE:

1. During the intake/enrollment process, staff and parents will determine if the child is up to date on all screenings/exams according to the recommended schedule. EPSDT recommends that an HCT/HGB screening be done by age 9 to 12 months.
2. Through use of the School Physical Exam form or from the WIC office, the parent will be asked to provide the program with the HCT/HGB screening date and results. This can be a previous result. If needed, the parent may sign a release of information form allowing the program to obtain the results from the provider.
3. If determined that the child has not been screened for iron deficiency or the results of a previous screening cannot be obtained, the Family Advocate, program staff, or Grantee Health Manager, will assist the parent in arranging for and obtaining this screening.
4. Hematocrit/Hemoglobin screening results will be kept in the child's health folder and entered on the child's Medical Record on COPA under the anemia tab.
5. If on the physical, the Hematocrit /Hemoglobin number is under 10.0 or above 15.0 and the medical provider has not identified this as an abnormal result, it will be marked on the COPA Medical Record as normal, no problem suspected.

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6. A referral will be made to the child's physician or local health department if:
 - a. The child's HGB screening was completed by a Head Start staff member and showed a result of less than 10.0 or above 15.0 .
 - b. The child's HCT is below 33%.
 - c. Classroom staff observe changes in the child's energy level, eating patterns, and general wellbeing.
 - d. Parent has concerns

Approved by Policy Council: December 2022