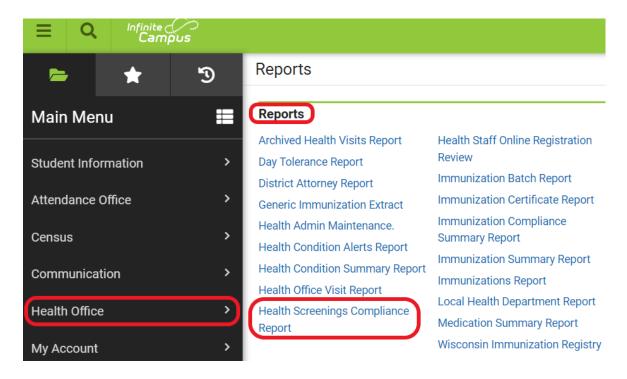
HEALTH SCREENINGS COMPLIANCE REPORT

Pathway: Main Menu > Health Office > Reports > Health Screenings Compliance Report

This Infinite Campus function can be used to develop a list of students who do or do not have a specific health screenings (**Hearing**) within a date range or for an entire school year.

This report identifies the following students:

- Students who do not have any screening records
- Student who do not have a screening record for a particular date range
- Students who have a screening record of a particular type (hearing or vision)



Developing a List of Students Screened or Not Screened for Hearing

- Choose a **Specific Grade or Grades.** In order to choose more than one grade at a time, hold the "control" key down until you have selected all the desired grades.
- Skip Ad Hoc Filter.
- Enrollment Effective Date defaults to today's date.
- Under **Health Screening**, select "**Do NOT Have**" to develop a list of students who have not been screened. Can enter the date range or click on the calendar icon to select the date range screenings were conducted.

NOTE: If you leave date range blank, a list of students who have never been screened while enrolled in MMSD will be generated.

Select Hearing

NOTE: Hearing and Vision may be selected at the same time as the report will differentiate each screening by student.

- Select Calendars: defaults to active year, select school
- Select **Sort Option**: Grade, Student Name, Student Number or Homeroom Teacher (Recommend selecting Homeroom Teacher for Elementary Schools).
- Report Format defaults to a PDF but can switch to a Word document, if preferred.
- Click Generate Report.

