OUTREACH
Code 1 Medicaid Programs
Identifying children potentially eligible for Medicaid & informing them/their families of EPSDT/health services.

Code 2 Non-Medicaid Programs
Informing children/families about Non-Medicaid programs & how to access.

ASSISTING WITH ELIGIBILITY
Code 3 Medicaid Program
Helping families apply for Medicaid

Code 4 Non-Medicaid Programs
Helping families apply for SSI, CHPP, day care, etc.

DIRECT SERVICES
Code 5 First Aid, Patient Counseling, Therapeutic Care
Providing direct services including patient assessment, follow-up, counseling & all related paperwork (including ASHR entry).

SERVICE REFERRAL, COORDINATION & MONITORING
Code 6 Medical Services
Making referrals for coordinating and/or monitoring delivery of medical & mental health services. Note: Does NOT include State DOE-mandated vision screening, immunizations & entry exams.

Code 7 Non-Medical Services
Making referrals for coordinating and/or monitoring delivery of social, educational & other services. Note: Does NOT include State DOE-mandated services listed above.

PROGRAM PLANNING, DEVELOPMENT & INTRA/INTERGENCY COORDINATION
Code 8 For Medical Services
Developing systemic strategies to improve the coordination & delivery of medical/dental/mental health services to students.

Code 9 For Non-Medical Services
Developing systemic strategies to improve the coordination & delivery of non-medical and/or DOE-mandated services to students.

ADMINISTRATION
Code 10 Supervision & Training
Supervising/being supervised & attending training & staff or school meetings.

Code 11 Uncompensated Time
Any uncompensated time for example lunch time.

SCHOOL-RELATED & EDUCATIONAL
Code 12 School-Related & Educational Activities
Examples:
  • Conducting group/class health education such as Open Airways & violence prevention & anti-smoking campaigns.
  • Record-keeping for school immunizations, vision screening & entry exams (DOE-mandated).
  • Organizing student records at beginning & end of year.
  • Preparing student records for transfers.

INDIVIDUAL EDUCATIONAL PROGRAM (IEP)
Code 13 Individual Education Program (IEP)
Any IEP functions, tasks and services provided.

Overall Note: Record-keeping for any activity is generally included in the time spent on that activity.