



KAMEHAMEHA SCHOOLS®

MĀLAMA OLA • HEALTH SERVICES DEPARTMENT

Aloha e nā Mākua,

Ho'omaika'i! E komo mai i Nā Kula 'o Kamehameha. This letter is to inform you of the required steps for your child to get medically cleared to attend school.

All medical clearance is done through our Mo'omō'ali Olakino Electronic Health Record (EHR) Parent Portal. You will receive a separate email to set up your KS Account to access the EHR Parent Portal via <https://ohana.ksbe.edu>. All documentation should be uploaded to the EHR Parent Portal as a PDF document or JPG image. Please complete all requirements by **June 1, 2025**.

HEALTH SUMMARY

Enter your child's allergies, medications, medical conditions, hospitalizations, and surgeries/procedures. If there are any changes during the school year, please update the information.

TUBERCULOSIS CLEARANCE

Complete a tuberculosis risk assessment (TB Screen). If the TB Screen is positive, your child will be required to obtain TB clearance from their regular healthcare provider.

PHYSICAL EVALUATION

Upload a completed KS Physical Evaluation form for your child based on a physical examination that was done on or after **July 1, 2024**. Ensure your child's healthcare provider has completed the form in its entirety and signed the form. Please do not upload the health history checklist on page 1.

To participate in a sport, student-athletes must complete a physical examination **every 13 months** (12 months, with a one-month grace period).

IMMUNIZATIONS

The Hawai'i Department of Health requires that students receive certain immunizations to enter school. Upload an immunization record that shows your child received these immunizations.

Required Vaccination	Grades K-6	Grades 7-12
Hepatitis A	✓	✓
Hepatitis B	✓	✓
Diphtheria-Tetanus-Pertussis (DTP or DTaP)	✓	✓
Polio (IPV or OPV)	✓	✓
Measles-Mumps-Rubella (MMR)	✓	✓
Varicella (chickenpox)	✓	✓
Tetanus, diphtheria, acellular pertussis (Tdap)		✓
Human papilloma virus (HPV)*		✓
Meningococcal conjugate vaccine (MCV)**		✓

*Two doses are required if <age 15 years at initial vaccination; three doses if age 15 years or older.

**An additional dose of MCV administered after age 16 years is required if the student is entering as an 11th or 12th grade student.

REQUEST FOR ADMINISTRATION OF MEDICATION

If your child will need to take or have available a medication on campus that you would like for KS Health Services staff or their designee to administer, a completed Request for Administration of Medication (RAM) form signed by your child's healthcare provider is required. The parent/guardian can determine if their child can safely self-administer a medication. However, controlled medications (i.e., narcotics and certain ADHD medication) as well as CBD oil are not permitted to be possessed by students and require a RAM. A separate RAM form should be completed for each medication, and the medication must be in its original packaging and not expired. If the prescribed medication, dose, or frequency changes prior to the start of school or during the school year, please submit an updated RAM. Please refer to the Student and Parent Handbook for additional information regarding medication administration.

SPECIAL CONSIDERATIONS

If your child has a seizure condition, the Medical Clearance for Students with Seizures and Waiver-Indemnification Form must be completed by parent/guardian(s) and your child's physician. A RAM form must be completed for any rescue medications that your child is prescribed.

If your child has a medical condition that may require emergency medication you will need to submit an action plan for each condition. Please contact your child's respective Health Room for these forms to have completed by your child's healthcare provider and upload to the EHR Parent Portal for review.

Forms and detailed instructions for completing medical clearance requirements can be found at <https://www.ksbe.edu/malama-ola/forms>.

Please contact your child's Health Room if you have any questions or concerns:

KS Hawai'i	KS Kapālama	KS Maui
Elementary School K-8 Health Room 16-714 Volcano Road Kea'au, HI 96749 (808) 982-0411 kshmalamaola@ksbe.edu	Elementary School Kalanimoku Dispensary 225 Bishop Circle Honolulu, HI 96817 (808) 843-3354 keshealthroom@ksbe.edu	Lower Division Elementary School Health Room 275 'A'apueo Parkway Pukalani, HI 96768 (808) 572-3222 wachaney@ksbe.edu
Middle School K-8 Health Room 16-714 Volcano Road Kea'au, HI 96749 (808) 982-0411 kshmalamaola@ksbe.edu	Middle School Middle School Health Room 2125 Ali'i Road Honolulu, HI 96817 (808) 843-3459 kmshealthroom@ksbe.edu	Upper Division Grades 6-8 Middle School Health Room 281 'A'apueo Parkway Pukalani, HI 96768 (808) 572-4221 ksmmalamaola@ksbe.edu
High School High School Health Room 16-716 Volcano Road Kea'au, HI 96749 (808) 982-0611 kshmalamaola@ksbe.edu	High School Hale Ola, Building 14 1887 Makuakāne Street Honolulu, HI 96817 (808) 842-8075 kskmalamaola@ksbe.edu	Upper Division Grades 9-12 High School Health Room 270 'A'apueo Parkway Pukalani, HI 96768 (808) 573-7073 ksmmalamaola@ksbe.edu

Me ka 'oia 'i'o,

Malama Ola - Health Services Department Kamehameha Schools

Rev 11/2024



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Checklist for K-12 New Invitee Students SY25-26

Access Mo'omō'ali Olakino - Electronic Health Record (EHR) Parent Portal

- Login using your KS Account at <https://ohana.ksbe.edu> or via Quick Links in the IC portal. For assistance, please contact your Unit Office.
- Complete requirements through the EHR Parent Portal by June 1, 2025.**

All New Invitees

- Complete the Health Summary.
- Complete the TB Screen.
- Upload a completed KS Physical Evaluation form with the date of the physical examination on or after **July 1, 2024**. The KS Physical Evaluation form must be used.
- Upload a current immunization record.
- If applicable, upload a completed Request for Administration of Medication (RAM) form for each medication that will be carried by the student or held on campus. This includes medication that will be held in the Health Room and administered by Health Services staff or designee. Controlled substances including common ADHD medications require a RAM.

Potential Student-Athletes

- A physical examination is required at least **every 13 months** to be cleared for athletics.

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