



STATE OF CONNECTICUT

STATE BOARD OF EDUCATION



TO: Superintendents of Schools
School Nurse Supervisors

FROM: Mark K. McQuillan, Commissioner of Education

DATE: May 23, 2008

SUBJECT: Annual Identification of Students without Health Insurance

The purpose of this memo is to provide final guidance regarding the legislative mandate, Section 119 of Public Act 07-2, to identify children who lack health insurance and provide information to their parents about the HUSKY plan.

As Governor M. Jodi Rell acknowledged in her letter dated April 1, 2008, the Connecticut State Department of Education (CSDE) and the Department of Social Services (DSS) also recognize that administrators, school health personnel and teachers are extremely busy with the everyday work on behalf of your students. With this in mind, CSDE has been working with DSS to make implementation of this statutory provision as effective and easy as possible for local school districts.

In the first stage of implementation, CSDE is asking you to take the following measures:

1. **Please duplicate or download the attached form, *Does Your Child Have Health Insurance?***, which has been designed to acquaint parents with the state's HUSKY health care program. The form is available in both English and Spanish. The forms are also posted at <http://www.ct.gov/sde/healthyconnections> for future use.
2. **Disseminate the form to parents through your normal distribution channels.**
3. When parents return the signed forms to a teacher, school nurse or school office (indicating they would like consumer information about the HUSKY program), **please ensure that the forms are sent to the following address: HUSKY Program, P.O. Box 280747, East Hartford, CT 06128.** This address is the HUSKY enrollment contractor. Customer service representatives will then take the necessary steps to reach out to responding parents with information about enrolling their children for HUSKY health coverage.

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In the second stage of implementation, beginning in the next school year (2008-2009), CSDE is asking you to:

1. Establish a systematic approach to identify students who lack health insurance. This approach may include capturing information from the required health assessment form for students entering school and again in 6th or 7th grade and 9th or 10th grade and from the annual emergency contact forms for all students enrolled in your district.
2. Develop a system to consistently provide families of students identified as lacking health insurance with HUSKY information. Recommendations include:
 - ♦ Educating your staff about the HUSKY plan;
 - ♦ Contacting families directly either from a designated staff person at the school or through the Regional Educational Service Centers (RESC);
 - ♦ Sending families the attached form mentioned in stage one of the implementation plan and forwarding the forms returned by parents to the HUSKY program; or
 - ♦ Assisting families with the application for HUSKY enrollment. The application can be downloaded at <http://www.huskyhealth.com>. If you would like to order a quantity of HUSKY applications, please email jayne.gary@ct.gov.

In addition to the suggestions that CSDE and DSS have provided, your individual school district may have other systems in place, such as parent liaisons, school-based health centers and family resource centers that may be critical partners in this process. For example, priority school districts have received funding from DSS for HUSKY outreach activities and some districts have retained their RESCs to conduct the outreach.

As stated earlier, CSDE and DSS want to place as little burden as possible on you while still meeting the goal of ensuring that parents of uninsured students are aware of and have access to the HUSKY plan.

If you have any questions or comments, please contact Cheryl Resha, Ed.D., R.N., at (860) 807-2108 or cheryl.resha@ct.gov.

MKM:cr

cc: Michael P. Starkowski, Commissioner, Department of Social Services
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Enclosures