Annual Ordering School Health Records
2017-18 School Year

It is time to order Cumulative Health Records (CHR-1 White Folders) and Health Assessment Records (HAR-3 Blue forms) for delivery in spring 2017, and use in the 2017-18. This year, all orders will again be processed online at the following link: https://sdect.co1.qualtrics.com/jfe5/form/SV_43fkhBS1Ys8jGZL.

Please order sufficient numbers to share with magnet, private and parochial schools served by your district and with all health care provider offices in your community. CHR-1 folders and HAR-3 forms are delivered to local or regional boards of education. You are responsible for providing the health care providers in your community with forms. Please note the following additional information:

- There are currently no changes or updates to the HAR-3 or CHR-1 forms. The latest version of the HAR-3 form is located on the CSDE school nurse Web site at www.ct.gov/sde/schoolnurse. That is the form that you will receive in your orders. Please visit the Web site before sending inquiries regarding the latest version. The version on the Web site is what you will receive for the 2017-18 school year.
- We only supply the CHR-1 and HAR-3 forms. We do not supply the Early Childhood Health Assessment Forms (yellow forms). The Early Childhood forms are also located on the CSDE school nurse Web site at www.ct.gov/sde/schoolnurse. Please continue to download and print copies of the Early Childhood Health Assessment Forms as you need them.
- Only 1 (one) delivery per school district. Magnet and private schools, please contact your local town’s Board of Education (nursing supervisor) and make your requests for the forms that you will need for the 2017-18 school year. Individual school orders will not be processed. Please be sure to connect with the nursing supervisor of the town in which your school resides. The local public school is responsible for ordering your supplies, as well as supplies for the local providers. This ensures that multiple orders for the same providers will be avoided.
- We do not have specific dates when your orders will be delivered. They will be delivered before the end of the school year (June 2017).
- Orders are done annually. Do not order excessively. Order for one year only.
- We do not store supplies here at the CSDE. Therefore, if you need forms now we are unable to assist you. The latest version of the HAR-3 form is located on the CSDE school nurse Web site at www.ct.gov/sde/schoolnurse.
- For those districts conducting early registration of PreK and Kindergarten students, please download and print the forms that you need from the CSDE school nurse Web site at www.ct.gov/sde/schoolnurse. We do not have information regarding the specific dates when you will receive your supplies and do not store any forms here at the CSDE.
- All orders must be sent via the Survey located at . No emails or faxes will be accepted.

Once the orders are processed, we will keep you informed when we have information about approximate delivery schedules. If you have questions, please contact Glenda Stuckey or Stephanie Knutson at glenda.stuckey@ct.gov or stephanie.knutson@ct.gov.
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