

LOUISIANA SCHOOL-BASED HEALTH CENTER REGISTRY: REGISTRATION GUIDELINES

The following guidelines provide information and instructions for the 2024 registration of the Louisiana School-Based Health Center (SBHC) Registry.

Act 318 of the 2023 Regular Session of the Louisiana Legislature created a new requirement in Louisiana for a registry for health centers in schools, also known as school-based health centers. The Louisiana Department of Health (LDH), Office of Public Health (OPH), Bureau of Family Health (BFH), which administers Louisiana's Adolescent School Health Program (ASHP), is responsible for creating and managing the registry.

The ASHP team has created [an online survey](#) for all health centers in schools to complete the required registration. This survey and the registry are only for SBHCs providing services to students in elementary, middle and high schools; SBHCs that provide services only at college(s) do not need to register.

Definition of School-Based Health Centers

The Adolescent School Health Initiative Act of 1991 authorized the development of an adolescent school health initiative to facilitate and encourage the provision of comprehensive health centers in public middle and secondary schools. LDH-OPH-BFH's Adolescent School Health Program is responsible for execution of this mandate.

A SBHC is a health center that:

- Is located in or near a school facility of a school district (including mobile health units)
- Is organized through school, community, and health provider relationships
- Is administered by a sponsoring facility
- Provides health services (including, but not limited to, both behavioral and physical health) to students through health professionals in accordance with state and local law, including laws related to licensure and certification
- Provides at a minimum, health services during school hours to students by health professionals in accordance with established standards of care, evidence-based practice, laws, regulations, and requirements, including parental consent
- Is prohibited from:
 - Counseling or advocating abortion in any way or referring any student to any organization for counseling or advocating abortion
 - Distributing any contraceptive or abortifacient drug, device, or other similar product at a public school

Registry Requirements

Registration should be completed by the individual who is most familiar with the operation of the SBHC. The following information is required:

- Name of sponsoring agency: Sponsoring agencies include public and non-public entities (e.g., federally qualified health centers (FQHCs), non-profit hospitals, health care foundations, higher education institutions, and other health care agencies) who are willing to assume a leadership role in the delivery of medical and behavioral health services in schools.
- Name of school(s) where the SBHC is located: This is the school where the SBHC is housed either in the school building or on the school campus. The name of the school should reflect the name listed by the Louisiana Department of Education, which can be found at: Louisianaschools.com.
- Location of the SBHC: This is the physical address, including parish, of the SBHC. If the SBHC is housed in the school, this should be the address of the school.
- Services provided at the facility: The survey includes a listing of services. Programs should select all services that are provided at the SBHC.
- Additional schools served by the SBHC (also known as feeder schools): A feeder school is any school that meets all three of the following criteria: the school is near the SBHC and/or in the same school district as the host school, the SBHC can be accessed by a student from the school without assistance from a parent/legal guardian, and the school had at least 50 students visit the SBHC during the previous year.
- Point of Contact: Include the name, phone number, and email of the individual who directs/manages the SBHC.

Important Dates

Initial registration is required by June 30, 2024. Information must be reviewed, confirmed, and updated by June 30 of **each year**. All changes in information shall be entered into the registry within 30 days from the date of the change. Changes may include: change in sponsor, location, services or point of contact. More information about annual renewals can be found on the [School-Based Health Center Registry webpage](#).

Contact for Questions

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