



Vision & Hearing Screening

### Memorandum of Understanding (MOU)

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Email

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Scheduled Date & Time

Your MEDARVA screening event has been scheduled. The following requirements will result in the most accurate, efficient screening process possible **(further explanations are provided on reverse side)**:

- Roster:** a roster template will be included in your materials and should be completed and returned 5-7 days before the screening date.
- A screening room/area with controllable lighting and noise levels:** The vision screening technology works most effectively in dim lighting; background noise will need to be eliminated or minimized to allow the hearing screening technology to work effectively.
- Staff and/or volunteer assistance:** A school staff member is required to be present during the screenings. At no time should MEDARVA staff be left alone with or responsible for the children.
- Screening Consent:** Consent documents are included in your materials. Consent forms will be collected by the screeners the day of the screening.
- Follow-up:** If we are unsuccessful at reaching the parent/guardian of a referred child via phone, email, and letter, we will need support from the teachers, administrators, or directors for follow up status.

I understand and agree to the terms of the MEDARVA Vision and Hearing program as outlined/discussed (full terms and conditions on reverse side). **If terms and conditions are not met, your screening will need to be rescheduled.**

\_\_\_\_\_  
Director Signature

\_\_\_\_\_  
Date

#### THE ART OF MEDICINE

8700 Stony Point Parkway, Suite 100, Richmond, Virginia 23235 / (804) 545-0294 / medarva.com

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# MEDARVA®

Vision & Hearing Screening

1. This program is being provided at no cost to your school through the funding and support from MEDARVA.
2. Both the vision and hearing screenings are non-invasive. Occasionally, a referral will be recommended by the screeners based on the results received from the screenings within the protocol of the program.
3. Our team of trained professionals use Plusoptix for the vision screening which takes less than 10 seconds per child. The screening area should have lighting that can be controlled, creating a dimly lit screening space.
4. The hearing screening is performed using a proprietary auditory screener. The child is given a picture display of four different animals. When the child hears the animal sound, they are instructed to identify the animal by pointing to the correct picture. The screening area should be in an area with minimal noise, as the screening device will not function properly if the noise level is too high.
5. The screening methods themselves require very little time to complete. At least one school staff member is required to be present during the screenings. At no time should MEDARVA staff be left alone with or responsible for the children.
6. A roster of children to be screened must be provided to MEDARVA in advance. This will allow for preparations to be made in advance to make the process run as smoothly as possible. The roster of children should be submitted electronically in an Excel spreadsheet format. Roster template should not be modified or altered and should be filled out in its entirety.
7. Collection and management of screening consent is the responsibility of the school. Consent forms will be collected by MEDARVA the day of the screening. Only children with signed consent forms will be screened.
8. When time permits, screening results will be prepared at the screening and left with the school contact to distribute to parents. Educating parents on the importance of children beginning their school careers with the best possible vision and hearing and on the potential for permanent vision/hearing loss if conditions are not treated early is an important step in encouraging them to follow up on referrals.
9. If a child receives a refer result from their screening, the parent will receive referral documentation recommending they seek further evaluation from either their primary care provider or eye doctor. MEDARVA staff members are available as a resource if you need information or literature to help encourage follow-up care.
10. If English is not a families preferred spoken and/or written language, MEDARVA staff should be notified in order to assist in communicating with the families.

## THE ART OF MEDICINE

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