

MEDARVA[®]

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 is included in your materials. One roster for each classroom should be completed and returned 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.
- Results:** All results are the property of the parents of the children screened. The school contact is responsible for distributing all results directly to the parents via child's backpack or other method within a week of the screening. By doing so, you are ensuring parents have the ability to address their child's vision or hearing needs. MEDARVA can provide copies of results for student health records in paper or electronic format.
- Follow-up:** If we are unsuccessful at reaching the parent/guardian of a referred child via phone, email, and/or letter, we will need support from the teachers, administrators, or directors for follow up status.

Please visit www.visionhearingscreen.com to learn more about our program.
The MEDARVA Vision & Hearing Screening Program is underwritten by the MEDARVA Foundation.

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8700 Stony Point Parkway, Suite 100, Richmond, Virginia 23235 | (804) 545-0294 | screening@medarva.com | www.medarva.com

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I understand and agree to the terms of the MEDARVA Vision & Hearing Screening Program as outlined/discussed (full terms and conditions below). **If terms and conditions are not met, your screening will need to be rescheduled or cancelled.**

Signature of Responsible School Contact

Date

1. This program is being provided at no cost to your school through the funding and support from the MEDARVA Foundation.
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 within 7 days of the screening. 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. Screening results will be prepared by MEDARVA and left with the school contact the day after the screening. The school contact should distribute to parents within a week of the screening. 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.



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