



CITRUS COUNTY SCHOOLS  
SCHOOL HEALTH SERVICES

SEIZURE DISORDER/EPILEPSY  
Parent/Guardian Letter

STUDENT NAME: \_\_\_\_\_ Grade: \_\_\_\_\_

Date: \_\_\_\_\_ Teacher: \_\_\_\_\_

Dear Parent/Guardian:

The 2022 Florida legislature passed, and Governor DeSantis signed into law Committee Substitute for HB: 173: Care of Students with Epilepsy or Seizure Disorders. This law will go into effect **on July 1, 2022**. This will require that if your student is diagnosed with a **Seizure Disorder or Epilepsy**, your student will need to have **an Individualized Seizure Action Plan (ISAP) developed by the medical professional** in consultation with the parent/guardian. This form must be signed by both the parent/guardian as well as the medical professional at the start of the 2022-2023 school year. This plan should include information such as recommended care, symptoms that your student displays before or during a seizure, any accommodations, prescribed rescue medications and contact information for medical assistance. The **parent is responsible** for bringing the ISAP to the school with their child on the first day of school along with any medications that the student may be prescribed. This form must be given to the school nurse or the school's health room assistant. This form will remain in effect until a new revised ISAP is submitted by the parent.

Once the ISAP is given to the school, it is the school's responsibility to inform school personnel involved in your student's care of the student's unique health care needs required by the student and how to respond in emergency situations. The school personnel who work with your student regularly will be informed about your student's condition, information from the ISAP on how to provide the proper care for your student if he/she shows symptoms of the epilepsy or seizure disorder. The school will also provide parental and emergency contact information in case of an emergency. The school nurse or designated school employee will also work to train school personnel in regular contact with your student on how to deliver medications as written on the ISAP for your student. Any staff member in regular contact with your student will complete annual training on seizure disorders and epilepsy. This will be a course approved by the Department of Education that supports the welfare of individuals with epilepsy and seizure disorders. These courses can be found on the Department of Education's Student Support Services webpage.

If you have any questions, please contact Michelle Shank, Supervisor of School Health Services, at (352) 527-0090.

Thank you,

Michelle R. Shank, RN, BSN  
Supervisor of School Health Services, Citrus County