Mo'omō'ali Olakino (EHR)

Medical Clearance Guide for Preschool Parents

January 2024

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Logging In

1. Use Chrome Incognito Window or Firefox Private Window for your browser.



2. Go to <u>https://ohana.ksbe.edu/</u> and log in using your personal email that is on record with KS.



3. It should have the Kamehameha Schools icon on the upper left-hand corner. If it doesn't, click on the icon on the upper right-hand corner, then select 'Switch organization' and select your Kamehameha Schools account.





4. Once in your Kamehameha Schools account, select the Mo'omō'ali Olakino application.

V Apps	
Infinite Campus	Moomoali Olakino (EHR)

5. Select the child you wish to complete medical clearance requirements for.

0	
Select Dependent/Guardianship Please select a dependent to continue. You can always select a different student at	fter continuing by clicking your name in the upper right and choosing a new dependent from the drop down menu.
	Patient3, Test - 01/01/2008
	Patient4, Test - 01/01/2008
	TestStudent1, Test - 06/01/2007
	Proceed as

a. Note: At the bottom of the list, you will see the option to "Proceed as <your name>". Do NOT select this option.

0
Select Dependent/Guardianship Please select a dependent to continue. You can always select a different student after continuing by clicking your name in the upper right and choosing a new dependent from the drop down menu
Patient3, Test - 01/01/2008
Patient4, Test - 01/01/2008
TestStudent1, Test - 06/01/2007
Proceed as

b. If you accidentally select this option, click on your name in the upper right-hand corner, then select the child you wish to complete medical clearance requirements for.



6. Once logged in, the Home page will appear with your child's name. Ensure that you are in your child's Home page before completing requirements and uploading documents.

0				▲ (Test Patient4) ◄
Home	Home for Test Patie	nt4		
Medical Clearances Not Satisfied	Logged in as:			
Health History	You last logged in: 1/4/2024 8:24 AM Ge Log Out			
Handouts	Welcome to Kamehameha Sc	hools Moʻomōʻali Olakino		
Messages 1 Unread	This portal is designed for you to comple	ete the medical clearance requirements for the	start of school, update health informati	on during the school year,
Letters	If you have questions please contact us	at:		ut these requirements.
Form Download/Upload	School	Contact	Email	Phone
Forms	Kapalama Elementary School	Kalanimoku Dispensary	keshealthroom@ksbe.edu	(808) 843-3354
	Kapalama Middle School	Middle School Health Room	kmshealthroom@ksbe.edu	(808) 843-3459
Lab Results	Kapalama High School	Hale Ola	kskmalamaola@ksbe.edu	(808) 842-8075
Immunization History	Maui Elementary School	Elementary School Health Room	wachaney@ksbe.edu	(808) 572-3222
	Maui Middle School	Middle School Health Room	ksmmalamaola@ksbe.edu	(808) 572-4221
Exit Dependent Mode	Maui High School	High School Health Room	ksmmalamaola@ksbe.edu	(808) 573-7073
Ent Dependent mede	Hawaii Elementary/Middle School	K-8 Health Room	kshmalamaola@ksbe.edu	(808) 982-0411
🕒 Log Out	Hawali High School	High School Health Room	kshmalamaola@ksbe.edu	(808) 982-0611
	Preschools	Hale Ola	kskmalamaola@ksbe.edu	(808) 842-8075

How to Complete Medical Clearance Requirements

1. Select Medical Clearance to view the necessary requirements to complete medical clearance.



Health Record

1. Select Update next to Health Record-PE-Pre-K. A pop-up window will open.



2. Select **Download** to download a copy of the Health Record form.

Physical Evaluation F	Form PreK	×
Physical Evaluation Form PreK Upload Ne	veded	
Please download and print this docume	nt. After the document is completed, return here to upload it.	
Download	Upload	
Preview Download	Upload	
Status: Upload Required		
		Cancel

3. Select **Upload** to upload the completed Health Record as a scanned PDF or picture from your device.

Physical Evaluation	on Form PreK	×
Physical Evaluation Form PreK Up	oad Needed	
Please download and print this of	ocument. After the document is completed, return here to upload it.	
Download	Upload	
Preview Download	Upload	
Status: Upload Required		
	Cancel	Save

- 4. Once uploaded, you will be able to review the document before submitting it.
- 5. Select Looks Good.
- 6. Then select Save.

Health Record Supplement

1. Select Update next to Health Record Supp PreK. A pop-up window will open.

Health Record Supp PreK	Update
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2. Select **Download** to download a copy of the Health Record Supplement form.

Health Record Supp	ement (Preschool)	×
Health Record Supplement (Preschool)	pload Needed	
Please download and print this docum	ent. After the document is completed, return here to upload it.	
Download	Upload	
Preview Download	Upload	
Status: Upload Required		
	Cancel	Save

3. Select **Upload** to upload the completed Health Record Supplement as a scanned PDF or picture from your device.

ealth Record Supplement (Preschool)				
Health Record Supplement (Preschool) Up	bload Needed			
Please download and print this document	nt. After the document is completed, return here to upload it.			
Download	Upload			
Preview Download	Upload			
Status: Upload Required				
	Cancel			

- 4. Once uploaded, you will be able to review the document before submitting it.
- 5. Select Looks Good.
- 6. Then select Save.

TB Clearance Form

1. Select Update next to TB Clearance- Preschool. A pop-up window will open.

TB Clearance- Preschool	Update
-------------------------	--------

2. Select **Download** to download a copy of the TB Clearance Form.

B Clearar	ice Form- Pr	reschool	0
TB Clearance Form	- Preschool Upload Neede	ed	
1-Please have yo 2-Save a scanne 3-Use the 'Uploa	our student's medical provi d or picture image of the r d' button to upload only the	der complete this form if it is not included on the Health Record. ecords. e TB Document F: State of Hawaii form	
Download Preview Down	nload	Upload Upload	
Status: Upload	Required		
			Cancel Save

3. Select Upload to upload the completed TB Clearance Form as a scanned PDF or picture from your device.

TB Clearance Form-	Preschool
TB Clearance Form- Preschool Upload	Needed
1-Please have your student's medica 2-Save a scanned or picture image o 3-Use the 'Upload' button to upload o	I provider complete this form if it is not included on the Health Record. If the records. only the TB Document F: State of Hawaii form
Download	Upload
Preview Download	Upload
Status: Upload Required	
	Cancel Save

- 4. Once uploaded, you will be able to review the document before submitting it.
- 5. Select Looks Good.
- 6. Then select **Save**.

Immunization Record

1. To add the Immunization Record, select Update.



2. Select **Upload** to upload the immunization record as a scanned PDF or picture from your device.

mmunization Record		×	
Immunization Record Upload Needed			
 1-Obtain all immunization records from the student's medical provider. 2-Save a scanned or picture image of the records. 3-Use the 'Upload' button to upload the image to the student's medical chart. 	Upload Upload		
Status: Upload Required			
	Cancel	ve	

- 3. Once uploaded, you will be able to review the document before submitting it.
- 4. Select Looks Good.
- 5. Then select **Save**.

Completion of Medical Clearance

- 1. After you have entered all required information for Medical Clearance, the information will be automatically sent to the nurse for review.
- 2. Once the information is reviewed and verified, your student's overall medical clearance will change to *Compliant*. Within the Medical Clearance tab, the Overall Clearance Status will update to show a green checkmark and *Satisfied*.
- 3. This information will be reflected in Infinite Campus the following day.