



The Ohio Department of Health School Nurse Bulletin Board

The ODH School Nursing program’s electronic School Nurse Bulletin Board is a method used to provide timely information to nurses working in schools across the state. This is a one-way means of communication from ODH to nurses—messages from the ODH School Nurse Bulletin Board are delivered to your e-mail Inbox. In addition, the School Nurse Bulletin Board is considered by ODH to be a primary method to provide information to school nurses and school communities during emergency situations.

The ODH School Nurse Bulletin Board SharePoint Site contains an archive of all Bulletin Board messages that are still current. In addition, an Education Calendar with information about upcoming trainings of interest to school nurses is also available at the site. All nurses working in Ohio schools, Head Start programs, public health nurses and others interested in school health are encouraged to register to receive the ODH School Nurse Bulletin Board messages.

The ODH School Nurse Bulletin Board requires registration and the creation of a username and password. It is important for the user to keep track of his/her username and password in order to access the archives, some message attachments and the Educational Calendar.

To Register for the ODH School Nurse Bulletin Board:

- Using the e-mail you want to receive the messages, please send an e-mail to BCHS@odh.ohio.gov
 - In the subject line, please write “School Nurse Bulletin Board”
 - In the body of the message, please write:
 - a. Your first and last name
 - b. Your e-mail address
 - c. Your agency or workplace
 - d. The complete agency or workplace address (Street and number, City, State, and Zip code)

- This message will be forwarded to the State of Ohio SharePoint Site administrator. The administrator will create an account for the user and send a message to your e-mail from oit.igd.sharepoint.administration@oit.ohio.gov. Follow the instructions in the e-mail to activate your new account. *Note: this site only sends messages to you—do not reply to it.*

- IMPORTANT! In order to assure you receive messages from the Bulletin Board, we recommend you add the following to the contacts list for your e-mail and/or to your firewall:
 - DAS-WSUpdate@das.state.oh.us
 - oit.igd.sharepoint.administration@oit.ohio.gov

Thank you for your interest in the ODH School Nurse Bulletin Board. We look forward to sharing important information with you!