



*Garrett-Keyser-Butler
Community Head Start and
Early Head Start Program*

Dear Parent:

Due to Licensing Regulations & Head Start Performance Standards children enrolled in Early Head Start must have the attached physical form completed within 90 days of the date of entry into the program. In addition, each child must be up-to-date on age appropriate medical care according to EPSDT guidelines. If your child is 9-12 or 24 months, or 5 years old at the time of a physical or well baby exam, the appropriate lab work must be completed, and the results must be noted on the form. Also, if your child has never had a lead test he/she will need one. See the EPSDT Periodicity and Screening Schedule on the back of the physical form for age appropriate lab work. If this section is not completed as required, then your child's physical will be considered incomplete. Refer to your child's handbook for the physical attendance policy.

It is your responsibility to let your medical provider know that your child is attending Head Start or Early Head Start, so the proper procedures and paperwork can be completed. Several of the area providers have our forms on file; however, I encourage you to remember to take a physical form with you. Return your child's completed physical as soon as possible.

If you or your medical provider have any questions, please do not hesitate to contact me at 260-357-3333.

Sincerely,

Trisha Kelham
Health Services Manager



504 South Second Street • Garrett, IN 46738

HEAD START
Phone: 260-357-3333
Fax: 260-357-3044

EARLY HEAD START
Phone: 260-837-4211
Fax: 260-837-3121

