

DEALING WITH MEDICAL CONDITIONS

Policy Statement

Our service will work closely with children, families and where relevant schools and other health professionals to manage medical conditions of children attending the service.

We will support children with medical conditions to participate fully in the day to day program in the service in order to promote their sense of well being, connectedness and belonging to the service ("My Time, Our Place" 1.2, 3.1).

Our Educators will be fully aware of the nature and management of any child's medical condition and will respect the child and the family's confidentiality (My Time, Our Place" 1.4). The medical conditions policy will be provided to parents who identify that their child has a medical condition and a medical plan will be completed for each child that identifies with a medical condition.

Consideration

Education and Care Services National Regulations	National Quality Standard	Other Service policies/documentation	Other
<ul style="list-style-type: none"> - National Law Section 173 - National Regulations 90 – 91 	<ul style="list-style-type: none"> - National Standard 6: element 6.2.1 - National Standard 6: Element 6.3.1 - National Standard 6: Element 6.3.3 	<ul style="list-style-type: none"> - Service policy on "Administration of Medication" - Service policy on "Illness and Infectious Diseases" - Service policy on "Confidentiality" 	<ul style="list-style-type: none"> - WHS Act and Regulations 2012 - Duty of Care - Disability Discrimination Act 1975 - NSW Anti-discrimination Act 1977 - Individual Medical Management Plans and corresponding resources

Procedure

- Parents will be asked to inform the service of any medical conditions the child may have at the time of enrolment. This information will be recorded by the parent on the child's enrolment form.
- Parents are required to maintain current health and dietary information on the enrolment form at all times. Any changes to the child's medical condition must be communicated in writing
- Upon notification of a child's medical condition the service will provide the parent with a copy of this policy in accordance with Regulation 91.
- Specific or long-term medical conditions will require the completion of a Medical management plan/Action Plan with the child's doctor and parent.

- It is a requirement of the service to meet its regulatory obligations that a risk minimisation plan and a communication plan be developed in consultation with the parents. The management team will liaise with the parents and relevant health professionals to determine content of that plan to ensure safe participation of the child at the service.
- Content of the plan will include:
 - Identification of any risks to the child by their attendance at the service,
 - Identification of any practices or procedures that need adjustment at the service to minimise risk, e.g. food service
 - Process for orientation procedures for staff,
 - Methods for communicating between parents and educators any changes to the child's medical management plan.
- The medical management plan will be followed in the event of any incident relating to the child's specific health care need, allergy or relevant medical condition, in accordance with Regulation 90. All staff including volunteers and administrative support will be informed of any specific medical conditions affecting children and orientated to their management.
- In some cases specific training will be provided to staff to ensure that they are able to implement effectively the medical management plan.
- Where possible the service will endeavour to exclude that particular allergen at the centre.
- Medical conditions information including food allergies will be displayed in the kitchen area and first aid area where it can be accessed by all staff members (out of sight of general visitors and children). It is deemed the responsibility of every educator at the service to regularly read and refer to the list.
- All relief staff will be informed of the list on initial employment and provided orientation on what action to take in the event of a medical emergency involving that child including what staff member will be responsible for implementing the plan based in training and experience.
- Where a child has a life threatening food allergy and the service provides food, the service will endeavour not to serve the particular food allergen in the service and families in the service will be advised not to supply that allergen. Parents of children with an allergy may be asked to supply a particular diet if required (e.g. soy milk, gluten free bread).
- Where it is necessary for other children to consume the particular food allergen (e.g. milk or other dairy foods) the child with a food allergy will be seated separately during meal times and all children will wash their hands before and after eating.
- Medication will be administered according to the *Administration of Medication Authorisation* completed by parents. Educators will not administer any medication to a child without this completed form. The exception being where a child is suffering an anaphylaxis or asthmatic event.
- Medication should not be left in a child's school bag – it must be handed to an Educator for safe storage and access. Children with severe asthma may carry their puffer on their person with parental permission.