

▲ MEDICAL CONDITIONS

▲ NQS

Element 2.1: Each child's health needs are supported and promoted.

Element 2.1.2 Effective illness and injury management and hygiene practices are promoted and implemented.

Element 2.2.2 Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.

Education and Care Services National Regulations: 90; 91; 168(2)(d)

▲ PURPOSE

The service and all educators can effectively respond to and manage medical conditions including asthma, diabetes, and anaphylaxis at the service to ensure the safety and wellbeing of children, educators, and visitors.

▲ POLICY

The service will involve all educators, families, and children in regular discussions about medical conditions and general health and wellbeing within the curriculum. The service will adhere to privacy and confidentiality procedures when dealing with individual health needs.

A copy of the Medical Conditions Policy must be provided to all educators, chefs, cooks, and volunteers at the service. The Policy must also be provided to parents of children enrolled at the service including those whose child has been identified as having a specific health care need or allergy. Educators are also responsible for raising any concerns with a child's parents about any medical condition/suspected medical condition or known allergens that pose a risk to the child.

Children that have a medical management plan will not be able to attend the service without their plan or any medication prescribed by their medical practitioner. Families are required to provide this information on the Enrolment Form as outlined below and are responsible for updating the service on any new medication, ceasing of medication, or any changes to their child's prescription.

▲ PROCEDURES

ENROLMENT FORM

The Enrolment Form provides an opportunity for parents to help the service effectively meet their child's needs relating to any medical condition. The following information must be provided on the Enrolment Form, and any additional information will be attached to the Enrolment Form as necessary and kept on file at the service.

- Asthma.
- Diabetes.
- Allergies.
- Anaphylaxis.
- any other specific medical condition(s) mentioned by a child's parents or registered medical practitioner using the Enrolment Form.
- any other specific medical condition(s) mentioned by a child's parents or registered medical practitioner at any point during the child's education and care at the service.
- any Medical Management Plan / Action Plan put forward by a child's parents and/or registered medical practitioner. The Medical Management Plan must be used to inform the Medical Conditions Risk Minimisation Plan. Parents are responsible for updating their child's Medical Management Plan as necessary and will be regularly reminded by the service as per the Medical Management Communications Plan.

CHANGES TO THE MEDICAL MANAGEMENT / COMMUNICATION PLAN

Parents are responsible for updating the service on any new medication, ceasing of medication, or any changes to their child's prescription. In case of a change to medical conditions and/or the medication parents/guardians are responsible to complete a new Medication Administration Consent Form and to provide the Nominated Supervisor or the Responsible Person on duty with a copy by handing it over in person.

The Nominated Supervisor will then immediately take appropriate steps to notify all educators, chefs, cooks, and volunteers of any changes to the initially provided information (e.g., including updates of relevant information on display in the rooms, sending an email to all staff members, writing a note on the staff note board).

The Nominated Supervisor will inform every new educator, chef, cook and volunteer during their induction about children with medical conditions in the centre and particularly in their room using the communication plan template.

The Nominated Supervisor will remind the parents regularly to update the information given relating to medical conditions of their child.

IDENTIFYING CHILDREN WITH MEDICAL CONDITIONS

- Any information relating to medical conditions will be shared with the Nominated Supervisor, educators, chef or cook and volunteers. Individuals will be briefed by the Nominated Supervisor on the specific health needs of each child.
- Information relating to a child's medical conditions, including the child's Medical Management Plan, Medical Conditions Risk Minimisation Plan, and the location of the child's medication will be shared with all educators and volunteers and displayed to ensure all practices and procedures are followed accordingly.
- All educators and volunteers at the service must follow a child's Medical Management Plan in the event of an incident related to a child's specific medical conditions requirements.
- All educators and volunteers at the service must be able to identify a child with medical conditions easily.
- All educators and volunteers at the service must be able to locate a child's medication easily.

MEDICAL CONDITIONS RISK MINIMISATION PLAN

Using a child's Medical Management Plan, the service will develop a Medical Conditions Risk Minimisation Plan in consultation with a child's parents. The Medical Conditions Risk Minimisation Plan must ensure that any risks are addressed and minimised. The Plan must be developed with the child's parents and medical professionals and these individuals must inform the Medical Conditions Risk Minimisation Plan. To promote consistency and ensure the welfare of all children using the service, we will follow all health, hygiene and safe food policies and procedures.

ASTHMA, ALLERGIES AND ANAPHYLAXIS

Regarding asthma, allergies and anaphylaxis please refer to the Allergies Policy, the Anaphylaxis Management Policy and the Asthma Policy.

COPY OF POLICY

If a child enrolled at the service has a specific health care need, allergy or other relevant medical condition, parents must be provided with a copy of the policy. Where a child has been diagnosed as at risk of anaphylaxis, a notice stating this must be displayed at the service.

▲ SOURCES AND FURTHER READING

- Education and Care Services National Regulations
- National Quality Standard
- <http://www.diabeteskidsandteens.com.au/whatisdiabetes.html>

▲ ASSOCIATED POLICIES

- Allergies Policy
- Anaphylaxis Management Policy
- Asthma Policy
- Emergency Action Plan and Evacuation Policy
- Enrolment and Orientation Policy
- Immunisation and Health Related Exclusion Policy
- Medication Policy

▲ POLICY REVIEW

- The Centre (together with educators) will review this policy every 12 months.
- The Approved Provider and Centre Director ensure that at all times all educators maintain and implement this policy and its procedures.
- Families are encouraged to collaborate with the Centre to review the policy and procedures.

- **Last review:** 31.07.2023
- **Next review:** 31.07.2024