

## **DEALING WITH MEDICAL CONDITIONS IN CHILDREN POLICY**

### **PURPOSE:**

- To facilitate the operative care and health management of children with asthma, allergies, anaphylaxis, diabetes, and other medical conditions.
- To provide, as far as practical, an environment where a child with asthma, allergies, anaphylaxis, diabetes, or other medical conditions is able to participate equally in all aspects of the program.
- To minimise the risk of exposure of children identified with asthma, allergies & anaphylaxis to “known” allergens.
- To ensure that staff are aware of Medical Management Plans and treatments for children who may require emergency medication.

Children are supported to feel physically and emotionally well and feel safe in the knowledge that their wellbeing and individual health care needs will be met when they have a medical condition or are unwell.

### **BACKGROUND:**

An important objective of the National Quality Framework is to ensure the safety, health and wellbeing of all children attending education and care services. When a child who has a specific health care need, allergy or relevant medical condition is enrolled at an education and care service additional requirements must be met to ensure that the child's safety, health, and wellbeing is protected.

**Definition** – This may be described as a condition that has been diagnosed by a registered medical practitioner. Medical conditions are defined as asthma, diabetes, or a diagnosis that a child is at risk of anaphylaxis. Regulations 90, 168(2)(d)

### **IMPLEMENTATION:**

#### **Enrolment**

On enrolment parents will be provided with an enrolment package which will include questions regarding medical details; regular medication, food sensitivities, known allergens and required food deletions.

***The management of medical conditions, including asthma, diabetes, allergies, or a diagnosis that a child is at risk of anaphylaxis.***

***Informing the nominated supervisor and staff members of the Service of practices in relation to managing those medical conditions.***

***The requirements arising if a child enrolled at the education and care service has a specific health care need, allergy, or relevant medical condition, including—***

If the Service is aware that a child at the Service has a medical condition, it will ensure that a copy of the Medical Conditions Policy is provided to the parent of a child with a medical condition

All staff, including casual staff, will be made aware of the practices in relation to managing the medical conditions for each child. New staff will also receive training

in managing the medical conditions as part of their Induction process. This will include knowledge of Risk-Minimisation and Communication Plans, Medical Management Plans (these include Asthma Plans, Diabetes Plans, Anaphylaxis Plans) and specific food intolerances.

If a medical incident occurs, staff will follow the Medical Management Plan relevant to the child's specific medical needs.

### **UNDERSTAND OUR ROLES & RESPONSIBILITIES and UNDERSTANDING OUR COMPLIANCE WITH PROCESSES & PROCEDURES FOR CHILDREN with FOOD ALLERGOES**

Workshops will be provided to all staff to ensure full understanding of responsibilities and expectations.

Documents detailing this information will be visible in each room and kitchen.

A current Specific Food Deletions sheet will be visible in each room and kitchen.

To minimise the risk of exposure of children to foods that might trigger severe allergy or anaphylaxis in susceptible children, educators, food manager and staff will:

- ensure children do not trade food, utensils, or food containers.
- ensure that non menu food items are not brought into the centre by families or visitors.
- prepare food in line with a child's medical management plan and family recommendations.
- request families to label all bottles and drink bottles with their child's name.
- closely supervise all children at mealtimes.
- ensure food is eaten in specified areas; children will not be permitted to walk around the service with food.
- Water drink bottles will only contain water and not juice.

**Requiring a parent of the child to provide a Medical Management plan for the child;** this is a legal requirement under the Education and Care Services National Regulation and parents are required to complete and update this as requested

- Inform the Director on enrolment of the child's known medical condition.
- Obtain a Medical Management Plan for the child in consultation with the child's Doctor and provide this to the service director.
- In consultation with the parent, the service will develop and complete a Risk-Minimisation and Communication Plan to identify any perceived risk and determined strategies to reduce this risk.
- Provide any medication (if required) including an Epi-Pen, asthma relieving medication and spacer to the Service.
- Regularly check the expiration date on any medication.
- Inform staff of any changes to the status of the child's medical condition.

- **The development of a Risk-Minimisation and Communication Plan in consultation with the parents of a child—**

Using a child's Medical Management Plan, the Service will develop a Risk-Minimisation and Communication Plan in consultation with a child's parents to ensure that the risks relating to the child's specific health care need, allergy or relevant medical condition are assessed and minimised.

A child's parent can communicate any Medical Management plan and Risk Minimisation and Communication Plan changes for the child and set out how that communication will occur. As of reviewing this policy dated October 2020, ongoing exchange of information will be included in a communication box located on the Risk- Minimisation and Communication Plan.

To promote consistency and ensure the welfare of all children at the Service, we will follow all health, hygiene and safe food handling policies and procedures. (In addition: Food and Nutrition Policy, Asthma Policy, and Prevention of Food Allergy Exposure Policy)

Any known allergens that may be present at the service will be communicated to parents and addressed through the Risk Minimisation and Communication Plan.

If the service is aware that a child at the service has a medical condition, it will ensure that a copy of the Medical Conditions Policy is provided to the parent of a child with a medical condition.

**To ensure that practices and procedures ensuring that all staff members can identify the child, the child's Medical Management Plan and the location of the child's medication are developed and implemented.**

All Staff members are informed about the Medical Conditions Policy and Risk-Minimisation and Communication Plan for the child.

All staff can identify the child, the child's Medical Management plan, and the location of the child's medication, and implement the above.

If a child has a management plan for diabetes or anaphylaxis a Medical Management plan and accompanying photo will be visible in the child's room of the service and the kitchen.

**Staff will react rapidly if a child displays symptoms of anaphylaxis and will:**

- lay child flat or allow them to sit if breathing is difficult. (Child will NOT be allowed to walk or stand)
- ensure a first aid trained staff member with approved anaphylaxis training administers first aid in line with the child's Medical Management Plan. This may include the use of adrenaline (epinephrine) autoinjectors EpiPen® or generic and CPR if the child stops breathing in line with the steps outlined by The Australasian Society of Clinical Immunology and Allergy (ASCIA)

the Action Plan for Anaphylaxis (see [www.allergy.org.au/hp/ascia-plans-action-and-treatment](http://www.allergy.org.au/hp/ascia-plans-action-and-treatment))

- call an ambulance immediately by dialling 000

## CONSIDERATIONS:

If applicable a notice stating that a child who has been diagnosed as at risk of anaphylaxis is enrolled at the service will be displayed in the foyer.

The service will keep an up to date 'First Aid Renewal Date Notice' visible in office building to ensure that at least one qualified staff on opening and closing have completed first aid, asthma and anaphylaxis management training that has been approved by the Director at least every three years from the date their qualification was issued.

In the situation where a child who has not been diagnosed as allergic, but who appears to be having an asthmatic, anaphylactic or diabetic reaction, staff will call an ambulance immediately by dialing 000, commence first aid measures, contact the parent/guardian or contact the person to be notified in the event of illness if the parent/guardian cannot be contacted.

Developed: January 2016 by K. Pomfrett and M Duffy-Fagan

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August 2019 by K Pomfrett  
October 2020 by K Pomfrett, C Wilkinson  
November 2021 by K Pomfrett, P Guy  
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Source: Education and Care Services National Regulations 90-96  
90 Medical conditions policy  
90(iii)(iv) Medical Conditions Communication Plan  
91 Medical conditions policy to be provided to parents  
92 Medication record  
93 Administration of medication  
94 Exception to authorisation requirement—anaphylaxis or asthma emergency  
95 Procedure for administration of medication  
96 Self-administration of medication  
National Quality Standards Area 2  
NQS 2.1.1 Health - Each child's health and physical activity is supported and promoted.  
NQS 2.1.2 Health practices and procedures - Effective illness and injury management and hygiene practices are promoted and implemented.  
NQS 2.2.1 Supervision - At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.  
The Australian Asthma Handbook St Johns Ambulance NSW  
Diabetic Emergency First Aid  
Safe Work Australia First Aid in the Workplace  
Code of Practice  
Early Learning Years Framework Learning outcome 3  
\*Children are happy, healthy, safe, and connected to others.

\*Educators promote continuity of children's personal health and hygiene by sharing ownership of routines and schedules with children, families, and the community

\*Educators discuss health and safety issues with children and involve them in developing guidelines to keep the environment safe for all

Guide to the NQF

ACECQA – Australian Children's Education and Care Quality Authority