

# Dealing with Medical Conditions Policy

## Policy Statement

Uniting Early Learning Services is committed to:

- fulfilling the service’s duty of care requirement under legislation to ensure that those involved in the programs and activities of the service are appropriately supported and protected from harm;
- recognising the importance of providing a safe learning environment for children with specific medical and health care requirements;
- ensuring that educators have the skills and expertise and confidence necessary to support the inclusion and management of children with additional health needs and can respond effectively to a medical condition emergency;
- identifying clear procedures to support the health, wellbeing and inclusion of all children enrolled at the service;
- actively involving the parents of each child with a medical condition, to assess risks and develop risk minimisation and management strategies for their child;
- service practices that support the enrolment of children and families with specific health care requirements;
- raising awareness of families, staff, children and others attending the service about specific medical conditions;
- providing an environment in which all children with specific health care requirements can participate to their full potential.

## Executive Summary

Staff members, parents, volunteers and students will be informed about the practices to be followed in relation to supporting the specific needs of a child with a medical condition. If a child enrolled at the service has a specific health care need, allergy or other relevant medical condition, parents will be provided with a copy of this policy and other relevant policies. A risk minimisation plan must be developed for each child with a specific medical condition on enrolment or upon diagnosis, and the plan should be reviewed at least annually or earlier where the child’s medical condition or support needs change.

A communication plan needs to be developed and ongoing communication established between parents and staff regarding the current status of a child’s specific health care need, allergy or other relevant medical condition. Families should provide information on their child’s health, medications, allergies, their medical practitioner’s details, emergency contact names and phone numbers, and a medical management plan (where required) signed by their medical practitioner, treating team following enrolment and prior to the child commencing at the service.

Educators/staff should receive regular training in managing specific health care needs such as asthma management, anaphylaxis management, type 1 diabetes management, epilepsy and seizure management and any other specific procedures that are required to be carried out as part of the care and education of a child with specific health needs.

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Medication and medical procedures administered to a child must meet legislative requirements at all times.

If a child with a chronic illness or medical condition that requires invasive clinical procedures or support is accepted by the service, it is vital that prior arrangements are negotiated with the parent, authorised nominees or appropriate health care workers to prepare for the event that the child will require a procedure or emergency response while in attendance at the service. Parents and the service should liaise with either the child's medical practitioner or other appropriate service providers to establish such an arrangement. Arrangements must be formalised following enrolment and prior to the child commencing at the service.

## Current Environmental Context

All Uniting Early Learning educators will hold current and approved first aid, anaphylaxis and emergency asthma management training in accordance with legislation. Risk minimisation and communication plans for medical conditions will be displayed at the service and reviewed regularly.

Anaphylaxis, asthma, type 1 diabetes and epilepsy are medical conditions with specific requirements in early childhood services. Refer to the specific appendix (below) for practices to be followed, including; medical management and risk minimisation plans.

**Attachment 23a:** Responsibilities relating to the Dealing with Medical Conditions Policy

**Attachment 23b:** Communication plan

**Appendix 23.1:** Anaphylaxis Policy

**Appendix 23.2:** Asthma Policy

**Appendix 23.3:** Type 1 Diabetes Policy

**Appendix 23.4:** Epilepsy Policy

**Form 23.1:** Medical Conditions Risk Minimisation plan and Communication plan – [Click here](#)

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## Reference/Sources

This policy should be read in conjunction with:

*Keeping Children Safe Policy* of the Uniting Church in Australia Synod of Victoria and Tasmania (approved May 2017).

<i>Administration of First Aid Policy</i>	<i>Administration of Medication Policy</i>
<i>Anaphylaxis Appendix Policy</i>	<i>Asthma Appendix Policy</i>
<i>Dealing with Infectious Diseases Policy</i>	<i>Diabetes Appendix Policy</i>
<i>Enrolment and Orientation Policy</i>	<i>Epilepsy Appendix Policy</i>
<i>Excursions, Regular Outings and Service Events Policy</i>	<i>Food Safety Policy</i>
<i>Hygiene and Infectious Disease Policy</i>	<i>Incident, Injury, Trauma and Illness Policy</i>
<i>Inclusion and Diversity Policy-L1</i>	<i>Nutrition, Oral Health and Active Play Policy</i>
<i>Privacy and Confidentiality Policy-L2</i>	<i>Supervision of Children Policy</i>
<i>Access and Equity Policy-L2</i>	

- *Children's Services Act 1996*: Section 26
- *Children's Services Regulations 2009*: Regulation 34, 36, 41
- *Education and Care Services National Law Act 2010*: Section 173
- *Education and Care Services National Regulations 2011*: Regulations 90, 91, 96, 102, 136, 137, 146, 147, 160-162, 168, 170, 173, 181, 183, 184, 246
- *Health Act 1958*
- *Health Records Act 2001 (Vic)*
- *Information Privacy Act 2000 (Vic)*
- National Quality Framework: *Fact Sheet: Children with medical conditions attending education and care* <https://www.education.vic.gov.au/childhood/providers/regulation/Pages/medicalconditions.aspx>
- *National Quality Standard*, Quality Area 2: Children's Health and Safety
- *National Quality Standard*, Quality Area 7: Leadership and Service Management
- National Health and Medical Research Council (2013), *Staying Healthy: Preventing infectious diseases in early childhood education and care services* 5<sup>th</sup> edition. Available at: <http://www.nhmrc.gov.au/guidelines-publications/ch55>
- Tasmanian Licensing Standards for Centre Based Child Care Class 5 (0-12years), 2014.

## Authorisation

This policy was adopted by Uniting Early Learning on: 14 December 2018

## Review

This policy is to be reviewed by 30 November 2020

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