

Medical Conditions

Policy Statement

Kids Biz OSHC will facilitate effective health management and care for any children with a medical condition. A risk minimisation plan and communication plan will be put in place for any child with additional medical needs.

Policy Considerations

- National Standards Section 2.1.2 (Health practices and procedures)
- Education and Care Services National Regulations – Regulation 90 (Medical conditions policy)

Related Policies

- Allergies
- Anaphylaxis
- Food Safety
- Medication

Procedure

- Parents/guardians are required to notify the Service of any medical conditions their child has during the enrolment process, including any medical management plans, risk minimisation plans or action plans their child may have.
- Parents/guardians must provide updated information any time their child's medical needs change. This may include change of medication, reassessment by doctor, updated action plan etc.
- A copy of the Medical Conditions policy will be provided to parents/guardians of children enrolling in the Service who have a medical condition. This policy is also available for all families to view upon request.
- The Service will display the child's picture, first name, medication held and location, and brief description of allergy/condition in a prominent place to alert all staff, volunteers and students.
- Medication, including EpiPens and asthma medication will be inaccessible to children, but easily accessed by staff. (*Refer to Medication policy*)
- A communication and risk minimisation plan will be prepared in consultation with families. This will be reviewed annually.
- Anaphylaxis, asthma and first aid trained staff members are on the premises at all times.
- Medical action plans, risk minimisation plans and medication are accessible to all staff.
- A copy of the medical action plan and risk minimisation plan will be stored in the digital notebook. A hardcopy of the medical action plan will be stored in the Coordinator's office.
- The child's medication will be stored in the office first aid cupboard and taken in the first aid kit in the case of an excursion or emergency evacuation.
- EpiPen/asthma medication is accessible in all environments where the children will be supervised in the Service.
- Service EpiPen and emergency asthma kit is stored in medication cabinet.

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Reviewed by:	Sarah Maple	Approved by:	Courtney Tanner

Kids Biz Holidays & Sports

OSHC Policies & Procedures

- The Responsible Person on Site will identify all children with specific health care needs, allergies or diagnosed medical conditions to all new staff, volunteers and students, and ensure they know the location of the child's medical management plan, risk minimisation plan and medication.

Document Version Control

Version Date	Changes
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27/08/2019	Document version history added
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