

Medical Management Plan

A copy of this form is to be sent to office@choicesfdc.com.au when completed and updated on Child's Enrolment

Child's Name:		DOB:	__/__/__	
Parents Name:				
Contact Numbers:				Insert child's photo
Diagnosed Health Condition:				
Severity of Condition:				
Medication:				
Prescribed dosage:		Expiry Date:		
Medication required in an emergency:		Dosage:		
If the child does not respond to initial treatment:				
Call 000 in the event of an escalation in the child's medical condition or an emergency situation arises				
Doctors Name:				
Address:				
Contact Numbers:				
Doctors signature:				
<p>I agree that the above information is true and correct and will advise my educator of any changes to my child's health and medications as soon as possible. I have consulted with my Educator to minimize any risks within the service.</p>				
Parent Name:		Signature		__/__/__
Educator Name:		Signature		__/__/__

This Plan has been developed in consultation with the parents of: _____

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Risk Minimisation

Medical risks at the service and how these are minimised:		Tick which apply to the child
The child's medication is stored :		
The medical management plan, risk minimisation plan and medication are accessible at all times.		
The child's medication will be checked regularly to ensure it is current and has not expired.		
There is a notification of a child at risk of anaphylaxis/allergy displayed in the entrance.		
The Office staff and educator will identify the child with specific health care needs, allergies or diagnosed medical conditions to any new educators/coordinators to ensure they know the location of the child's medical management plan, risk minimization plan and medication.		
Parents are required to authorize administration of medication on a medication record, and educators will complete an administration of medication record whenever medication is provided		
Parents are notified of any known allergens that pose a risk to the child and strategies implemented for minimising the risk are implemented.		
The triggers for the child's health care need, allergy or medical condition (<i>Specific foods/environmental etc.</i>) are:		
1)	2)	
3)	4)	
5)	6)	
7)	8)	
What the Educator/Coordinators will do to minimise effect of triggers:		
1) The Educator will maintain effective supervision during meal times to ensure no food is shared.		
2) Tables, bench tops and utensils are cleaned before and after eating.		
3)		
4)		
5)		
6)		
7)		
8)		

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COMMUNICATION PLAN FOR: _____

Communication	Date	Educator Signature	Parent Signature
<i>Example: Advised Mum that Child's medication is nearing expiry date</i>	<i>13.4.16</i>	<i>Mabilda Koon</i>	