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MEDICATION

Staff/carers undertake a high level of responsibility when administering medication to children in care. This centre ensures that our practices meet the legislative requirements and Regulations.

Administration of homeopathic, naturopathic, over the counter or non-prescriptive medications, (including cough syrup, and paracetamol/ Panadol) needs to meet the minimum requirements which include;

1. an Administer Medication form must be completed and signed by a parent/ guardian
And
2. Written instructions, dosage and medical certificate from a health professional.

Medications not meeting these requirements will not be administered. In relation to Panadol a medical certificate will need to be provided stating the reason for medication and written dosage specifications.

If any medication is administered to a child by a staff member or carer the following **MUST** be recorded:

1. the name of the medication
2. the date, time and dosage administered
3. the names and signatures of the people who checked dosage and administered the medication.

Source:

- *DOCS Children's Services Regulations 2004, Children's and Young Persons (Care and Protection Act 1998*
- *<http://www.ncac.gov.au> National Childcare Accreditation Council website.*
- *Community Childcare Co-operative Health and Safety in Children's Centres:*

This Policy is effective from 14th Nov. 2007.