

Little Lambs Home Daycare

Medication Policy

Whenever possible parents are encouraged to administer medication to their children at home, if this can be done without affecting the treatment cycle. If medication must be administered while receiving child care then a completed Medical Administration Form must be completed by the parent/guardian. This form is available on Little Lambs Home Daycare website or directly from the office. No medication may be administered until this form has been completed and signed.

Little Lambs strives to create childcare that is inclusive of all children regardless of their abilities or conditions. In circumstances where medication is to be given to child receiving care that requires professional knowledge Little Lambs will work diligently to ensure the provider receives necessary training (e.g. insulin, epinephrine).

IMPORTANT!

Providers do not supply medication of any kind. Supplying medication for a child is the parent/guardian responsibility. Never leave medication of any kind in your child's bag. Always hand deliver medication to the provider.

Medication procedure:

- Completed Medical Administration Form on file.
- Medication is in the original container
- Prescription medication states the child's: Name, date filled, medication name, dosage, time(s) to be given, length of time to be administered, expiry and method of administration on the pharmacist's label.
- Providers are required to fill out a Provider's Medication Administration Form for each treatment term as well as making a note on the child's daily record that medication was administered.
- If medication is administered "as necessary" (e.g. asthma medication, allergy medication topical steroid creams), the parent/guardian must state, on the medication form, the types of symptoms/reactions that could be observed during a period when the medication is required and being taken.
- Medications must be stored by the child care provider in the manner specified on the pharmacist's label and must be inaccessible to children at all times. With the exception of life saving medication that must be quickly administered: asthma/allergy medication (Ryan's Law). Emergency medication should be easily accessible at all times but kept out of children's reach.
- If parent/guardian have written on the medication administration form that their child is to carry their life saving medication it must be securely placed on their person via: belt pouch/pack. If the provider is responsible for carrying the life saving medication then it must always be with the provider. (e.g., a provider would not necessarily have time to

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run into the house and get medication from secure place if child is outside having a serious asthma attack).

- Medication should be dispensed in a well lit area, where possible, it is preferable to remove child from the activity area to administer medication in a quiet environment with the least possible interruption.
- Leftover medication or surplus medication must be returned in the original container to the parent/guardian to properly dispose of.
- Any accidental administration of medication (e.g., medication administered to the wrong child or wrong dose given) is considered a serious occurrence and must be recorded and reported to the ECE home visitor or Little Lambs Home Daycare office who should then notify the parent of the child. If adverse symptoms are evident upon accidental administration of medication, home child care providers should call local emergency medical services.

Non prescription medications:

- Due to the frequency and longer term daily usage, sunscreen, diaper creams, lip balms, and hand sanitizers will require a one time signature of authorization to be completed with enrolment form. They can be administered without a medication administration form provided they are non-prescription. These items must be provided by the parent/guardian if/when necessary.
- The administration of over the counter medication is highly discouraged and is at the sole discretion of the provider. (e.g. Tylenol, Tempra, benadryl, medicated ointments: non prescription).
- Parent's must complete a Medication Administration Form for non prescription medications to be administered to their child while at child care. The form must include information pertaining to cause, dosage, signs and symptoms requiring medication.
- Little Lambs Home Daycare does not believe in medicating children without just cause. If the child care provider does not feel comfortable administering non prescription medication then there will be no dosage given.
- The provider must complete a Provider's Medical Administration Form if medication is administered. If the provider refuses to administer medication then the form must also be completed with date and time of refusal and reason for refusal.

IT IS THE PARENT/GUARDIAN RESPONSIBILITY TO ASK FOR THE CHILD'S MEDICATION AT THE END OF THE DAY. It is not the provider's responsibility to remind the parent to take medications home.