

# Health Care Plans

## Guidance and Information for Childminders and Early Years Practitioners

- The main purpose of an individual health care plan for a child with medical needs is to identify the level of support that is needed. Not all children who have medical needs will require an individual plan. A short written agreement with parents may be all that is necessary such as The Health Care Plan Form (a template for this can be found within the Development Journal)
- An individual health care plan clarifies for early years practitioners, parents and the child the help that can be provided. It is important for practitioners to be guided by the child's GP or paediatrician.
- You as a childminder should agree with parents how often you should jointly review the health care plan. It is sensible to do this at least once a year, but much depends on the nature of the child's particular needs; some would need reviewing more frequently.
- You should judge each child's needs individually as children and young people vary in their ability to cope with poor health or a particular medical condition.
- Developing a health care plan should not be onerous, although each plan will contain different levels of detail according to the need of the individual child. The Health Care Plan Form can be used or adapted.
- In addition to input from the school health service, the child's GP or other health care professionals (depending on the level of support the child needs), those who may need to contribute to a health care plan include:

- the head teacher or head of school child attends
- the parent or carer
- the child (if appropriate)
- early years practitioner/class teacher (primary schools)/form tutor/head of year (secondary schools)
- care assistant or support staff (if applicable)
- staff who are trained to administer medicines
- staff who are trained in emergency procedures

- You should be aware that parents may provide them with a copy of their Family Service Plan, a feature of the Early Support Family Pack promoted through the government's Early Support Programme. Whilst the plan will be extremely helpful in terms of understanding the wider picture of the child's needs and services provided, it should not take the place of an

individual health care plan devised by the yourself with input from a health professional, or indeed the record of a child's medicines

## **Training**

- A health care plan may reveal the need for you as a childminder to have further information about a medical condition or specific training in administering a particular type of medicine or in dealing with emergencies. You should not give medicines without appropriate training from health professionals. When you agree to assist a child with medical needs, you can arrange appropriate training in collaboration with local health services. Local health services will also be able to advise on further training needs. In every area there will be access to training, in accordance with the provisions of the National Service Framework for Children, Young People and Maternity Services, by health professionals for all conditions and to all schools and settings.

## **Confidentiality**

- Childminders should always treat medical information confidentially. You should agree with the child where appropriate, or otherwise the parent, who else should have access to records and other information about a child. If information is withheld from staff they should not generally be held responsible if they act incorrectly in giving medical assistance but otherwise in good faith.

*All of this information and the following Health Care Plan template has been taken from the document 'Managing Medicines in Schools and Early Years Settings' (Department of Health; Department for Education and Skills, 2005) [www.dh.gov.uk](http://www.dh.gov.uk)*