**RISK MINIMISATION PLAN**

**NAME:** Click here to enter text. **DOB:** Click here to enter a date. **GROUP:** Click here to enter text.

**MEDICAL CONDITION:** Click here to enter text.

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| Child’s current medical management plan with the photo is displayed.  Location: | | Choose an item. |
| Family provided with a copy of the services ‘Dealing with Medical Conditions Policy’ & specific policy relating to the medical condition e.g. asthma, diabetes, allergy. | | Date: Click here. |
| Is a written request required to be sent to all families at the service to follow specific procedures to ensure the wellbeing of the diagnosed child? | | Choose an item.  Date: Click here |
| Potential Risks to the child:  Click here to enter text. | Appropriate strategies:  Click here to enter text. | Person Responsible: Click here. |
| Who will implement the child’s medical management plan & stay with child? | | Click here to enter text. |
| Who will telephone the ambulance & parents/ guardians? | | Click here |
| Who will ensure the supervision of the other children at the service? | | Click here |
| Who will let the ambulance officers into the service and take them to the child? | | Click here |
| All Educators are informed of:   * Location of Medication/equipment if applicable (e.g. spacer, Epipen) Click here to enter text. * Location of Medical management plans * Risk minimisation plan & Communication plan stored in child’s enrolment record * Child can only attend if ‘in date’ medication is present at the service | | Choose an item.  Date: Click here  Exp. Date: Click here |
| All educators are informed, inducted & familiar with :   * Medical management plan * Policy & procedures for the management of the diagnosed medical condition | | Choose an item.  Date: Click here. |
| All relief educators, volunteers & students are informed, inducted & familiar with the medical management plan as per the ‘Guidelines for Emergency Staff.’ | | Click here |
| All permanent educators have undertaken approved management training and participate in regular practise sessions if required | | Choose an item. |
| A completed Ambulance Victoria AV ‘How to call card’ is located next to all telephones | | Choose an item. |
| Medication/ equipment (including a copy of medical management plan) is carried by an educator when a child with a diagnosed medical condition is taken outside the service premises e.g. on excursion | | Choose an item. |
| Incursion/Excursion Personnel are advised of medical conditions/allergies. | | Choose an item. |
| Any necessary modifications are implemented to minimise risk | | Choose an item. |