

Manual:	Fostering Service Procedures; Foster Carers Handbook
Title:	Storage and Administration of Medicines (FCH/053)
Last Reviewed:	16/02/2015
Next Review Due:	16/02/2018

Administration of Medicine or Treatments

A medication profile must be completed for every child in placement as part of any risk assessment/matching process and reviewed at placement planning meeting, and reviewed within agreed timescales.

Foster carers may be required to give regular or periodic medicine to children/young people.

The prescription must be followed precisely. If a carer is in any doubt they have a duty to check with the medical practitioner who prescribed the treatment or the child's GP and informs the Fostering Supervising Social Worker and child's Social Worker.

Foster carers must keep a record of all medication, medical treatment and first aid administered using the "Administration of medical treatment for each child in placement log" and must be shown to the child's Social Worker and the Fostering Supervising Social Worker.

Foster carers must ensure suitable first aid in the case of general accident or injury and inform the Fostering Supervising Social Worker and the child's Social Worker immediately. Any treatment, accident or injury must be recorded on the log.

Foster carers will assist in completion of an accident form which then the Fostering Supervising Social Worker is required to complete. The Fostering Supervising Social Worker will complete the schedule 7 and 8 notification process discussing within supervision with the foster carer.

If the child refuses medication this must be recorded on the administration of medical treatment log sheet. The foster carer must seek immediate advice from a relevant health professional or NHS Direct if the child refuses to take prescribed medication and report this information to the child's Social Worker/Fostering Supervising Social Worker or EDT if after hours.

Any reaction to medication must be reported by the foster carer to the appropriate medical practitioner or GP, NHS Direct or hospital facility seeking immediate advice and support.

(Contraception medication must not be logged, please refer to Sexual Health procedure.)

Self-Administration of Medication

If a young person requests to self-administer, a meeting needs to be undertaken to involve the young person, relevant health, other professionals and child's Social Worker to assess the management and appropriateness of self-administration. An agreement about any further action or support for the young person to self-administer must be clearly outlined.

Clear expectations about self-administration of medication which a young person controls themselves must be recorded and agreed on the "Self Administration of Medication Agreement Form". The exception to this will be oral contraception or medication for the treatment of STIs (Sexually Transmitted Infections).

If there are any doubts about the young person's ability to manage their medication this must be brought to the attention of the appropriate medical practitioner or GP and the child's Social Worker and Fostering Supervising Social Worker. A meeting will be convened immediately to review the situation.

Self-administered medication arrangements must be reviewed and recorded and updated as agreed. The agreement could be reviewed more frequently if required.

If there are any immediate concerns the agreement will not prevent the foster carer taking urgent action in consulting the young person's GP or NHS Direct. A review of arrangement should be considered to include the young person, relevant health professional, foster carer, the child's Social Worker and relevant others if there is any significant change in medication.

Specialist Nurses LAC

There are specialist nurses employed by Durham County Council allocated to various geographical areas. Access for medical advice and support can be provided directly from the nurses. Please discuss with your Fostering Supervising Social Worker.

Since the appointment of these nurses only the initial Health Assessment for younger children has to be carried out by a Community Paediatrician or GP.

In some instances the specialist nurses LA carry out initial health assessments on older children who decline a full medical with the Community Paediatrician .However in the first instance all looked after children /young people will be offered an initial health assessment with a community Paediatrician as per statutory guidelines (Promoting the health of looked after children 2015)

Specialist Nurses will:

- Be available to discuss issues with both carers and young people e.g. sexual health matters/smoking/diet etc.
- Be able to facilitate contacts/appointments with other health professionals.

Storage of Medication

Medicines must be stored where they are locked away but readily accessible to carers. They should be kept away from excessive heat, humidity and light sources. They must be out of the reach of others and children.

Medicines which need to be stored in a refrigerator should be stored in a secure container separate from other food stuffs at a temperature advised as per instructions. It may be a consideration to provide a young person with their own accessible refrigerator.

Medicines must be stored in the original packaging and not separate from the label or patient information leaflet. If needed to be stored in the fridge an appropriate lockable unit will be provided.

The carer must read the label thoroughly.

No alterations should be made to the dispensing label provided by the pharmacist under any circumstances.

Medicines should not be decanted into another container or put out for the child or young person to take at a later time.

Medication must be returned to its original storage space after use.

Medication for an identified child should be only given to that child.

Some children may need a specific healthcare plan which the foster carer will be given advice about from a relevant health worker.

Disposal

The young person and their relatives/carers must return any unwanted or out of date medicines to their community pharmacist.

Medicines remain the property of the patient and cannot be removed without consent.

In *exceptional* circumstances (and with the *specific* permission of their line manager) carers may return medicines to a community pharmacist for disposal on behalf of a child or young person. A record must be made of the Medication Profile stating what has been removed and to which community pharmacy and date.

Training

First Aid training is available on a regular basis for foster carers. Other training on specific issues e.g. substance misuse, sexual health matters, smoking “cessation” is also available and carers are advised to make full use of the training programme available to them.

Safe care training regarding administration of medication is important to support any child in placement.

Related Documents

N/A