

ADMINISTRATION OF PAIN RELIEF POLICY

OVERVIEW

This user guide outlines steps to be followed when managing pain with medications contain paracetamol or ibuprofen. Where fever is present, consult 'First Aid Guide for Education and Children's Services'. The use of Paracetamol for treatment of common childhood illnesses has come under increased scrutiny in recent years. We are now aware of the potential for masking of important symptoms. Pain relief medication is not administered in any Department schools or preschools more than three times per week without a doctor's prescription and medical agreement.

INSTRUCTIONS

Leadership will:

- Monitor and review this policy as needed
- Oversee documentation of health concerns and conduct regular medication audits

Educators will:

- Check child's medication agreement before administering paracetamol/ibuprofen.
- Check time of last dose on Medication Administration Log. Check and record child's temperature on medication record. If the child's temperature is between 36.5°C and 37.5°C or consistently below 38°C, paracetamol/ibuprofen can be administered for pain management or to treat symptoms as outlined in their medication agreement.
- Refrain from administering paracetamol/ibuprofen if the child's temperature is elevated (above 37.5 degrees). Wait and check temperature after half an hour as the fever can indicate an infection or contagious viral disease. If temperature is rising, continue to monitor until 38 degrees and then apply first aid (as outlined in the First Aid Guidelines) and notify family to collect the child.
- Administer pain relief no more than three times within a 7 day period (with the first dose being considered day 1) without a medication agreement signed by a health professional.

Families will:

- Complete a medication agreement signed by a medical professional with any instructions to administer pain relief more than three times within a 7 day period (with the first dose being day 1).
- Provide any pain relief medication in original packaging with correct pharmaceutical labelling.
- Collect their child from the Centre if they present with a body temperature of 38°C or higher.

In the event that fever reducing medications have been prescribed by a medical professional due to a health condition i.e. febrile convulsions the site will:

- Ensure the family has provided the medication with pharmacy label as per medication procedure and a Medication Agreement form signed off by the treating medical professional. Where pain relief has been prescribed by a doctor, education and care staff will:

1. Check child's temperature
2. If above 37.5 degrees, call parent to request verbal approval to administer fever reducing medications and organise immediate collection. While waiting for family to arrive, normal fever reducing first aid processes will be followed i.e. removing any heavy layers of clothing, offering sips of cool water.
3. Administer the medication according to medication procedure and following the right child checklist
4. Document the medication administration
5. Monitor child's temperature every 10 minutes until collection occurs
6. Contact parent after 30 minutes if collection has not occurred since original phone call to attain a time frame for collection.

Record of Policy Adoption and Amendments:

Policy adopted from Forbes Children's Centre, September 2021.

Approved Governing Council: 09/21

Reviewed:

Date	Amendments	Reviewed by:	Approved by:
09/22			