

Diabetes Management Policy

Our centre is committed to providing a safe and healthy environment that is inclusive for all children, staff, visitors and family members that are at diagnosed with diabetes. The aim of this policy and procedure is to minimise the risk of a diabetic medical emergency whilst at our centre, also ensuring that staff members are able to support the management of the illness.

Description

- Type-1 Diabetes is an autoimmune condition, which occurs when the immune system damages the insulin producing cells in the pancreas. This condition is treated with insulin replacement via injections or a continuous infusion of insulin via a pump. Without insulin treatment, type-1 diabetes is life threatening.
- Type-2 Diabetes occurs when either insulin is not working effectively (insulin resistance) or the pancreas does not produce sufficient insulin (or a combination of both). Type-2 diabetes affects between 85 and 90 per cent of all cases of diabetes and usually develops in adults over the age of 45 years, but it is increasingly occurring at a younger age. Type-2 diabetes is unlikely to be seen in children under the age of 4 years old.

Duty of Care

Our centre has a legal responsibility to provide

- a) A safe environment
- b) Adequate Supervision

Staff members including relief staff need to know enough about diabetes to ensure the safety of those students (especially in regards to hypoglycemia and safety in sport).

We will involve all educators, families and children in regular discussions about medical conditions and general health and wellbeing throughout our curriculum. The Centre will adhere to privacy and confidentiality procedures when dealing with individual health needs.

A copy of all medical conditions policies will be provided to all educators and volunteers and families of the Centre. It is important that communication is open between families and educators so that management of diabetes is effective.

Children diagnosed with Diabetes will not be enrolled into the Centre until the child's medical plan is completed and signed by their Medical Practitioner and the relevant staff members have been trained on how to manage the individual child's diabetes.

It is imperative that all educators and volunteers at the Centre follow a child's Medical Management Plan in the event of an incident related to a child's specific health care need, allergy or medical condition.

Management, Nominated Supervisor/ Certified Supervisor will ensure:

- Parents/guardians of an enrolled child who is diagnosed with diabetes are provided with a copy of the Diabetes Management Policy and the Medical Conditions
- All staff members including volunteers are provided with a copy of the Diabetes Management policy along with the Medical Conditions Policy that is reviewed annually.
- A copy of this policy is provided and reviewed during each new staff member's induction process.
- All staff members have completed first aid training approved by the Education and Care Services National Regulations at least every 3 years and is recorded, with each staff members' certificate held on the Centre's premises
- When a child diagnosed with diabetes is enrolled, all staff attend regular training on the management of diabetes and, where appropriate, emergency management of diabetes
- At least one staff member who has completed accredited training in emergency diabetes first aid is present in the Centre at all times whenever children with diabetes are being cared for in the Centre



- There is a staff member who is appropriately trained to perform finger-prick blood glucose or urinalysis monitoring and knows what action to take if these are abnormal
- The family supplies all necessary glucose monitoring and management equipment
- A Medical Conditions Risk Minimisation plan is completed for each child diagnosed, outlining procedures to minimise the risks involved. The plan will cover the child's known triggers and where relevant other common triggers which may lead to a Diabetic emergency
- All staff members are trained to identify children displaying the symptoms of a diabetic emergency and location of the Diabetic Management Plan as well as the Emergency Management Plan
- All staff, including casual and relief staff, are aware of children diagnosed with diabetes attending the Centre, symptoms of low blood sugar levels, and the location of diabetes management plans and emergency management plans
- Each child with type-1 diabetes has a current individual Diabetes Management Plan prepared by the individual child's diabetes medical specialist team, at or prior to enrolment
- Ensure that a child's Diabetes Management Plan is signed by a Registered Medical Practitioner and inserted into the enrolment record for each child. This will describe any prescribed medication for that child as well as the emergency management of the child's medical condition
- Before the child's enrolment commences, the family will meet with the Centre and its educators to begin the communication process for managing the child's medical condition in consultation with the registered medical practitioners instructions
- A communication plan is developed for staff and parents/guardians encouraging ongoing communication between parents/guardians and staff regarding the management of the child's medical condition, the current status of the child's medical condition, this policy and its implementation within the Centre prior to the child starting at the centre.
- Individual Diabetes Management and Emergency Medical Management Plans will be displayed in key locations throughout the Centre
- A staff member accompanying children outside the Centre carries the appropriate monitoring equipment, any prescribed medication, a copy of the Diabetes Management and Emergency Medical Management Plan for children diagnosed with diabetes, attending excursions and other events
- The programs delivered at the Centre are inclusive of children diagnosed with diabetes and that children with diabetes can participate in all activities safely and to their full potential
- All staff and volunteers at the Centre are aware of the strategies to be implemented for the management of diabetes at the Centre in conjunction with each child's diabetes management plan
- Updated information, resources and support is regularly given to families for managing childhood diabetes
- That no child diagnosed with diabetes attends the Centre without the appropriate monitoring equipment and any prescribed medications
- Availability of meals, snacks and drinks that are appropriate for the child and are in accordance with the child's Diabetes Management plan at all times

Educators will:

- Read and comply with this Diabetes Management Policy and the Medical Conditions Policy
- Know which children are diagnosed with diabetes, and the location of their monitoring equipment, Diabetes Management and Emergency Plans and any prescribed medications
- An appropriately trained staff member will perform finger-prick blood glucose or urinalysis monitoring and will take action by following the child's diabetes management plan if these are abnormal
- Communicate with parents/guardians regarding the management of their child's medical condition
- Ensure that children diagnosed with diabetes are not discriminated against in any way and are able to participate fully in all programs and activities at the Centre.
- Follow the strategies developed for the management of diabetes at the centre
- Follow the Risk Minimisation Plan for each enrolled child diagnosed with diabetes
- Ensure a copy of the child's Diabetes Management Plan is visible and known to staff in a centre



- Take all personal Diabetes Management Plans, monitoring equipment, medication records, Emergency Management Plans and any prescribed medication on excursions and other events outside the centre
- Recognise the symptoms of a diabetic emergency, and treat appropriately by following the Diabetes Management Plan and the Emergency Management Plan
- A suitably trained and qualified Educator will administer prescribed medication if needed according to the Emergency Medication Management Plan in accordance with the centre's Administration of Medication Policy
- Identify and where possible minimise possible triggers as outlined in the child's Diabetes Management Plan and Risk Minimisation Plan
- Ensure that children with diabetes can participate in all activities safely and to their full potential
- Increase supervision of a child diagnosed with diabetes on special occasions such as excursions, incursions, parties and family days
- Regularly check and record the expiry date of the prescribed medication relating to the medical condition
- Provide information to the centre community about resources and support for managing childhood diabetes
- Ensure there are glucose foods or sweetened drinks readily available to treat hypoglycemia at all times (low blood glucose), e.g. glucose tablets, glucose jellybeans, etc.

Families will ensure they provide the centre with:

- Details of the child's health problem, treatment, medications and allergies
- Their doctor's name, address and phone number, and a phone number for contact in case of an emergency
- A Diabetes Care Plan and Emergency Medical Plan following enrolment and prior to the child starting at the Centre which should include:
 - a) When, how and how often the child is to have finger-prick or urinalysis glucose or ketone monitoring
 - b) What meals and snacks are required including food content, amount and timing
 - c) What activities and exercise the child can or cannot do
 - d) Whether the child is able to go on excursions and what provisions are required.
 - e) What symptoms and signs to look for that might indicate hypoglycemia (low blood glucose) or hyperglycemia (high blood glucose)
 - f) What action to take including emergency contacts and what first aid to implement
 - g) An up to date photograph of the child
- Develop an individual Medical Conditions Risk Minimisation Plan in conjunction with Centre staff
- A copy of the child's Diabetes Management Plan and an Emergency Medication Management Plan developed and signed by a Registered Medical Practitioner for implementation within the Centre
- The appropriate monitoring equipment needed according to the Diabetes Management Plan
- An adequate supply of emergency medication for the child at all times according to the Emergency Management Plan
- Information and answering any questions regarding their child's medical condition
- Any changes to their child's medical condition and provide a new Diabetes Management Plan in accordance with these changes
- All relevant information and concerns to staff, for example, any matter relating to the health of the child

Diabetic Emergency

A diabetic emergency may result from too much or too little insulin in the blood. There are two types of diabetic emergency

- a) Very low blood sugar (hypoglycemia, usually due to excessive insulin);
- b) Very high blood sugar (hyperglycemia, due to insufficient insulin).

The more common emergency is hypoglycemia. This can result from too much insulin or other medication, not having eaten enough of the correct food, unaccustomed exercise or a missed meal.



In a medical emergency involving a child with diabetes, the Centre staff should immediately dial 000 for an ambulance and notify the family in accordance with the Regulation and guidelines on emergency procedures, and administer first aid or emergency medical aid according to the child's Diabetes Management or Emergency Plan.

Signs & Symptoms

- **Hypoglycemia**

If caused by low blood sugar, the person may:

- Feel dizzy, weak, tremble and hungry
- Look pale and have a rapid pulse
- Sweating profusely
- Numb around lips and fingers
- Appear confused or aggressive
- Unconsciousness

- **Hypoglycemia**

If caused by high blood sugar, the person may:

- Feel excessively thirsty
- Have a frequent need to urinate
- Have hot dry skin, a rapid pulse, drowsiness
- Have the smell of acetone (like nail polish remover) on the breath
- Unconsciousness

Source: Australian Children's Education & Care Quality Authority. (2014), Education and Care Services National Law and the Education and Care Services National Regulations, ECA Code of Ethics, National Quality Standard. Staying Healthy in Child Care. 5th Edition, Care of Young Children With Diabetes in the Child Care Setting: A Position Statement of the American Diabetes Association
<http://main.diabetes.org/dorg/PDFs/Advocacy/Discrimination/ps-care-of-young-children-with-diabetes-in-child-care-setting.pdf>, As 1 Diabetes - <http://as1diabetes.com.au/>

Date Implemented: 16/04/2012

Review Completed: 16/01/2017

Schedule for Review: 16/01/2018

National Quality Standard – NQS

Quality Area 2: Children's Health and Safety

2.1	Each child's health is promoted
2.2	Healthy eating and physical activity are embedded in the program for children
2.3	Each child is protected

Education and Care Service National Regulations

90	Medical conditions policy
90(1)(iv)	Medical Conditions Communication Plan
91	Medical conditions policy to be provided to parents
92	Medication record
93	Administration of medication
94	Exception to authorisation requirement—anaphylaxis or asthma emergency
95	Procedure for administration of medication

Early Years Learning Framework

Learning Outcome 3 - Children have a strong sense of wellbeing

Children are happy, healthy, safe and connected to others.

Educators promote continuity of children's personal health and hygiene by sharing ownership of routines and schedules with children, families and the community



Educators discuss health and safety issues with children and involve them in developing guidelines to keep the environment safe for all

