

Medication Advice for Foster Parents



ᑎᑭᑭᑦ ᐃᐱᐱᐱ ᑭᐱ ᑎᑭᑭᑭᑭ ᐱᐱᑭᑭᑭ

Tikinagan

Child & Family Services

Need Help?

Call 1-800-465-3624
(Free Phone Call)



ᑎᑭᐱᑎᑦ ᐱᐱᐱᐱ ᑭᐱ ᑎᑭᑭᑭᑭᑭ ᐱᐱᑭᑭᑭ

Tikinagan

Child & Family Services

Table of Contents

About Tikinagan Child & Family Services	3
About This Booklet	4
Foster Parent Responsibility	5
Admission of Child	6
Talking with Your Foster Child	7
Potential Side Effects	8
Storage of Medication	9
Administering Medication	10
Disposal of Medications	11
Medication Incidents	12
Child Refuses to Take Medication	14
Documenting High Risk Situations	15
High Risk Situations	16
Emergency Hospital Occurrences	17
Appointments and Treatment	18
Absences and Transfers	19

Mamow Obiki-ahwahsoowin

Everyone Working Together to Raise Our Children

About Tikinagan Child and Family Services

Tikinagan is a First Nations child well-being society, created by the Chiefs of Nishnawbe Aski Nation. Tikinagan was developed to provide child protection services that honour and respect First Nation values, traditions and culture. We call this Mamow Obiki-ahwahsoowin which means “everyone working together to raise our children.”

Within Mamow Obiki-ahwahsoowin, protecting and caring for children is a community responsibility. This means we try to involve grandparents, aunts and uncles, Elders, First Nation leadership, and other services in your community to help you and your family.



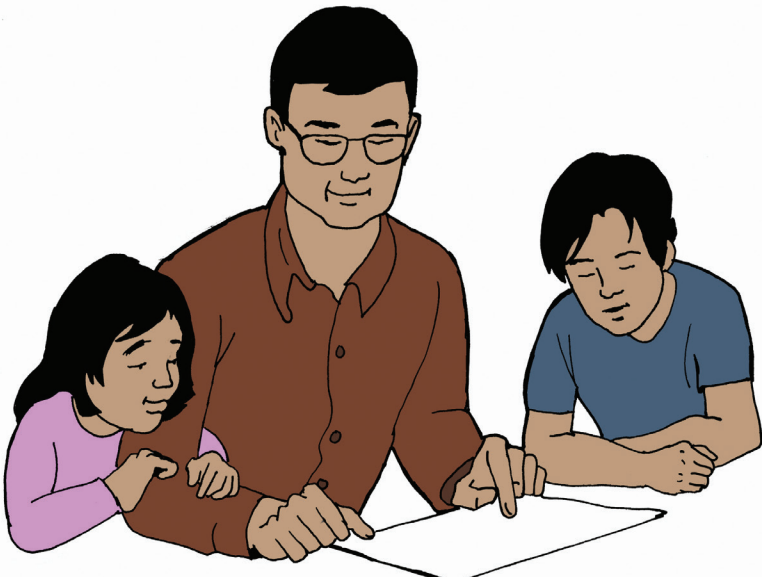
About This Booklet

This booklet is designed to help you as a foster parent manage the medical needs of your foster children by letting you know:

- What medical information you will be given,
- Instructions for storing, dispensing, and disposal of medications,
- What to do in various medical situations, and
- What information you are expected to provide your Tikinagan worker.

This booklet is yours to keep. If you have any other questions not covered in this booklet, or if you would like more information, please ask your Residential Service Worker, your foster child's Child Care Worker, or contact Tikinagan Child and Family Services at one of the numbers on the back of this booklet.

This booklet is also available online at tikinagan.org.



Foster Parent Responsibility

When you become a foster parent, your worker will provide you with information regarding Tikinagan's policies and procedures in regards to making sure you are well-prepared and know what to do regarding your foster child's health and well-being. This will include information on:

- The storage, administration, and disposal of medication;
- Situations that may require hospitalization, medical or surgical treatment or emergency medical care;
- Privacy and confidentiality; and
- Completing annual assessments of the health, vision, dental and hearing condition of the children.

You and your worker should review these policies every year. Anyone who is assisting you with caring for your foster children need to be aware of these policies, too.

Admission of Child

Within 72 hours of your foster child coming to your home, your worker should provide you with the following health information about your foster child:

- Provincial health card number
- Date of birth
- Current height and weight
- Name, dosage, frequency, duration, and purpose of any medication the child is receiving
- Medical history (including medical and psychological assessments and medication history)
- Any special instructions and/or monitoring procedures (e.g., blood tests)
- Allergies
- Any medical disorders, disabilities, special needs, or limitations on activity
- Contact information for child's physician and any other involved health practitioners
- Record of any known adverse reactions to medication or other medical treatments (behavioural, emotional, physical)



Talking With Your Foster Child

Make sure the child is aware of any and all medication they are being administered, the reason for the medication, and any possible side effects. Explain this in language suitable for the child's age and understanding.

- Discuss any concerns the child may have.
- Provide opportunities for the child or youth to speak to a health practitioner or pharmacist directly, where possible.
- Communicate with the child or youth, and any other adults in charge of administering the medication, when there is a change in medication.
- Document the reason for change in the child's case record.

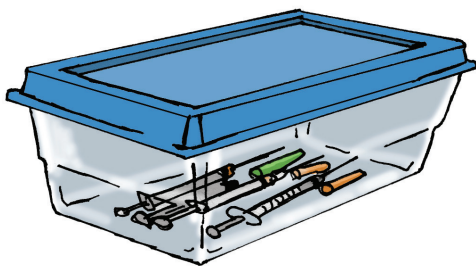


Potential Side Effects

- Speak with the doctor or nurse practitioner about any possible side effects of medication.
- Advise the child or youth taking the medication about any possible side effects, including the dangers of mixing medications with other substances, non-prescription medications, and herbal remedies.
- Document any side effects, including any changes in weight, behaviour, emotional, or physical state.

Storage of Medication

It is important for the safety of your foster children that all medications are stored safely in a place that only you as caregivers can have access to. This helps to prevent accidents from occurring.



- Medication is to be kept in a locked box with only authorized persons having access.
- This must be big enough so all medications fit without any damage occurring.
- If the medication needs to be refrigerated, it needs to be kept in a locked container, and separated from all food.
- Medication is to be stored in the original labelled containers and/or blister packs. If you require, additional labelled containers they can be obtained from the pharmacy that filled the prescription, or the nursing station.



Types of Medication to Store

- Calcium pills
- Iron supplements
- All Vitamins
- Tylenol
- All prescribed medications

Note: If you are unsure if it should be stored, store it.



Administering Medication

- Before giving any medication to your foster child, it is important to wash your hands first.
- When preparing the medication, make sure you are somewhere with enough space and light to do it properly.
- Follow the directions given by the doctor or nurse practitioner.
- Only give prescription medications to the child it was prescribed to.
- Keep a copy of the medication information, including administration instructions and any possible side effects. Your Tikinagan worker will want that information to keep in the foster child's file.
- Keep a record of any side effects that your foster child has to any medication.

It is a good practice to have one (1) person in the household designated to administer medications. This will decrease the chances of a medication incident.



Disposal of Medications

Keep unused or expired medication in a separate and secure storage area until it can be disposed of properly by dropping it off at the nursing station or pharmacy.

Use sharps containers for needles and syringes.

DO NOT dispose of them in the:

- Garbage
- Toilet
- Sink
- Any other inappropriate areas

Medication Incidents

Make sure you have contact information for the local pharmacy and poison control center or similar body, to be used to address questions or concerns as needed:

Poison Control: 416-813-5900 or toll free 1-800-268-9017

Your Local Nursing Station: _____

If a medication incident occurs (wrong dosage, non-prescribed child consumes medication, etc.):

- Speak to pharmacy, nursing station and/or poison control centre.
- Seek emergency medical attention as required.
- Inform Tikinagan of any occurrence. In situations where the medication administration incident severely jeopardizes the health of the child, contact Tikinagan immediately.
- Document the incident with the following information:
 - A description of the incident;
 - The outcome of the incident;
 - The medication involved;
 - The type of incident (e.g. incorrect dose, incorrect route of administration, etc.);
 - A description of how the incident was discovered;
 - Any actions taken, or recommendations that the practitioner may have to prevent similar incidents in the future; and
 - The name of the individual who reported the incident to the child care worker or other Tikinagan Child and Family Services contact person.

Document any 'near misses' (situations where a medication error may have occurred, but the error or incident was noticed and corrected before the medication was administered).

Important Numbers



Child Refuses to Take Medication

When your foster child is receiving a prescription medication, your Child Care Worker will complete with you and your foster child, an individualized response plan to handle situations where the child refuses to take their medication.

There should be a consultation with the Nursing Station, or physician, if necessary, during the development of the response plan. This is to ensure possible medical complications are taken into account. The plan will be documented and the Child Care Worker will ensure the document is placed on the child's file.

Where a child refuses to take a prescribed medication, the foster parent or alternate caregiver will discuss the reasons for refusal with the child and document them. If several consecutive doses have been missed, the prescribing physician should be contacted, informed of the refusal, and an appointment scheduled for the child.

Keep a record of and report all missed medication occurrences on the Medication Record form. Include the date, dosage, and details of the occurrence/refusal. Record all side effects due to refusal/missed medication.



Documenting High Risk Situations

When a high risk medication situation emerges for a child in a foster home, you need to notify the Child Care Worker as soon as possible. If it occurs after hours, please call the numbers on the back of this booklet.

You need to document the high risk medication situation, including the action taken to respond to the situation, including:

- A description of the situation;
- The outcome of the situation;
- The medication involved;
- Any actions taken to respond to the situation; and,
- The name of the person who reported the incident to the child care worker or other Tikinagan Child and Family Services contact person.

The documentation will be forwarded to the Child Care Worker for placement on the child's file and the foster parent file.



Child Care Worker's Responsibility

It is the responsibility of the youth's Child Care Worker to inform the parent or legal guardian of the high risk medication situation and ensure all concerns put forward by the parent are documented and addressed.

If you have any questions or concerns, please let the Tikinagan worker know.

High Risk Situations

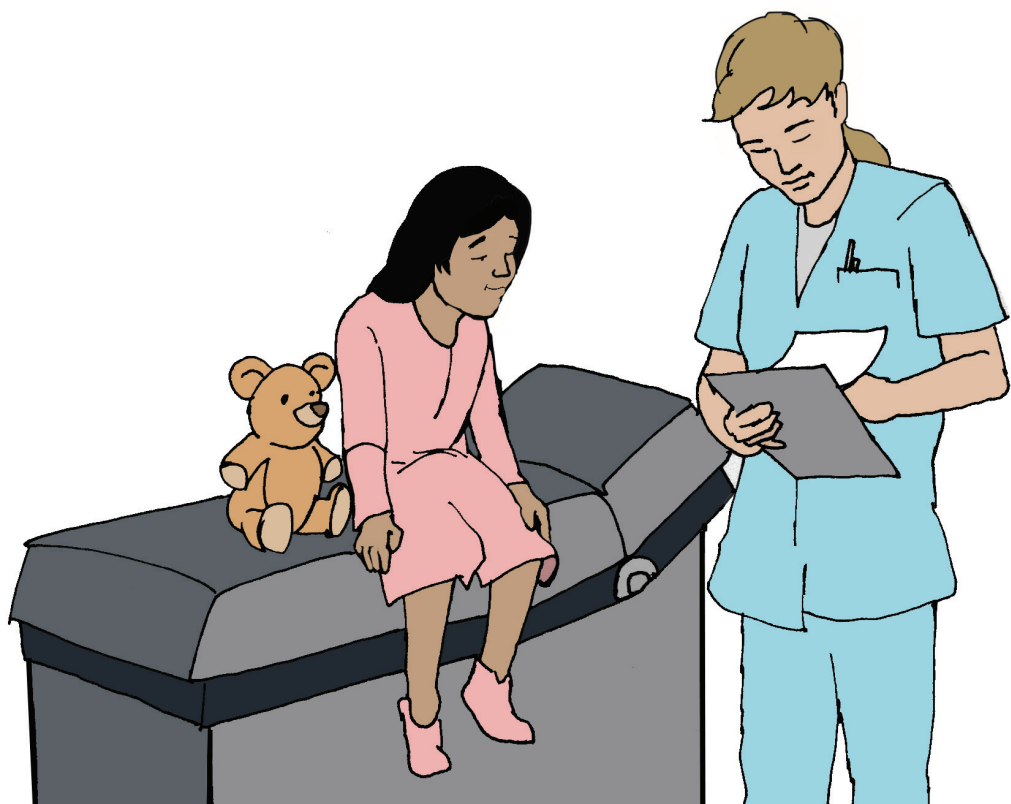
What is a 'high risk' situation?

'High risk' situations involving psychotropic medication include the following:

- Psychotropic medications (which are any medication capable of affecting the mind, emotions, and behavior) are prescribed 'as needed' and/or are used 'as needed' more than twice a day or for three or more consecutive days;
- A child is prescribed two or more psychotropic medications at the same time;
- A child under the age of seven is prescribed psychotropic medication;
- A psychotropic medication prescription that has not been reviewed by a health practitioner in more than six months;
- Any psychotropic medication that is stopped suddenly and abruptly by a youth without discussion with a health practitioner; or
- Any other situation which causes concern in the opinion of the foster parent, alternate care provider, or child care worker.

All high risk situations involving medication will be reviewed prior to and at the time of placement in the foster home and discussed at each Plan of Care meeting. The medication schedule will be reviewed, including the documentation of the plan for medication administration during times when the youth is away from the foster home.

Consideration for seeking consultation with the prescribing health practitioner will be reviewed, as well as consideration whether to seek a second opinion would be of benefit to the child. Psychotropic medications are to be reviewed by a health practitioner at least every six (6) months.



Emergency Hospital Occurrences

- Notify Tikinagan of any emergency hospital visits.
- Keep in contact with the hospital. Provide relevant contact and medical information. Find out the time of discharge.
- If you are unable to accompany the child to the hospital, please document the reason in the child's case record and who accompanied them on their visit.
- Keep any documentation provided by the hospital, and make notes of any instructions given to you. This may include a discharge plan or medication details. These documents will need to be placed in the child's file.

Appointments and Treatment

- The services of a physician or nurse practitioner are to be provided to each child at regular intervals, and as otherwise needed by the child.
- Accompany child or youth to scheduled medical appointments as appropriate.
- Accompaniments into examination room must be in accordance with child's wishes unless legal status (such as custody or detention) requires staff presence.
- If you are unable to attend the appointment, document the reason for your non-attendance.
- Document any other pertinent information (e.g., treatment and diagnosis), so the Child Care Worker can add it to the child's case record.
- Document any health advice sought from a health practitioner, including any follow ups, or any medical tests or lab work.
- Each time medication is received from the pharmacy/nursing station, request a medical information sheet. Keep a copy of this sheet in the locked box (see page 9).



Keep A Copy

When a child is prescribed a medication, keep a copy of the prescription information sheet provided by the doctor or pharmacist. Your Tikinagan worker will need a copy to keep in the child's file.

Absences and Transfers

Life isn't always consistent. There are reasons why your foster child may be away from your home for periods of time, whether it be family visits, camp, or some other time away from home. They may even be discharged or transferred to a different placement.

When a child or youth will be away from the residential home for a short period of time, provide medical information, and enough medication (in original labelled containers) for the duration of the absence. Include any necessary instructions for administering the medication.

Provide a written plan for administering medication, and monitoring potential side effects.

If there are significant safety considerations, obtain and document support from prescribing health practitioner, and advise where consultation with a health practitioner would be beneficial.

If the child or youth is being transferred or discharged, provide a discharge transfer plan to the receiving person or agency.

If the child or youth will be transferred or discharged, and there is less than a seven (7) day supply of medication, communicate the reason for doing so, and document this communication.

Document any health advice sought from a health practitioner, including any follow-ups, or any medical tests or lab work.



ᑎᑭᑦᑎᑦ ᐱᑦᑎᑦᑎᑦ ᑭᑦ ᑎᑭᑦᑎᑦᑎᑦ ᐱᑦᑎᑦᑎᑦ

Tikinagan

Child & Family Services

Mamow Obiki-ahwahsoowin

Everyone Working Together
to Raise Our Children

Find out more about our organization, history
and service model (Mamow Obiki-ahwahsoowin)
on our website.

This booklet is also available online under
About-Publications.

PO Box 627
Sioux Lookout, ON P8T 1B1

P: (807) 737-3466
TF: 1- 800-465-3624

www.tikinagan.org

