Early Years Policy – Epilepsy and Seizures

Attachment 3 - Sample Risk Minimisation Plan for Children prescribed Midazolam

The following information is not a comprehensive list but contains some suggestions to consider when developing/reviewing risk minimisation plans in consultation with families.

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| How well has the service planned for meeting the needs of children with epilepsy, and those children who are prescribed emergency midazolam? | | |
| Who are the children? |  | List the name and room location of each child diagnosed with epilepsy and ensure appropriate privacy is maintained in identifying these names to non-staff. |
| What are their seizure triggers? |  | What are the seizure triggers for the children? |
|  | List strategies that will minimise these triggers occurring (e.g. avoiding flickering lights, blowing into wind chimes (hyperventilating), sudden noise, becoming  over-excited etc.) |
| Do staff know what the child’s seizures look like and how to support the child? |  | List the strategies for ensuring that all staff, including casual and relief staff, recognise what the child’s seizures look like and what support the child may need |
|  | If the child is prescribed midazolam for emergency use, ensure that trained staff know where the midazolam kit  is located |
| Do staff know what constitutes an emergency and do they know what to do? |  | All staff have read and understood the child’s epilepsy management plan (EMP), and know:   * what constitutes an emergency and when to call an ambulance * how to provide support to the child during and after  a seizure |
| If midazolam is prescribed, how does the service ensure its safe administration and storage? |  | Record the date on which each family of a child with epilepsy (and who is prescribed midazolam) is provided a copy of the Early Years Policy - Epilepsy and Seizures |
|  | Record the date that families provide an unused, in-date and complete midazolam kit |
|  | Record the date and name of staff who have attended child-specific training in the administration of midazolam |
|  | Test that all trained staff know the location of the midazolam kit and emergency medication management plan (EMMP) for each child |
|  | Ensure that there is a procedure in place to regularly check the expiry date of each midazolam ampoule |
|  | Ensure the midazolam kit is maintained according to the instructions in the Early Years Policy - Epilepsy and Seizures |
|  | Display an epilepsy first aid poster in staff areas |
|  | The midazolam kit, including a copy of the EMMP, is carried by an educator/staff member when a child prescribed midazolam is taken outside the service premises e.g. for excursions |

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| Do trained people know *when* and *how* to administer midazolam to a child who is  prescribed it? | |
|  | Know the contents of each child’s EMMP and EMP and implement the procedures |
|  | Know:   * who will administer the midazolam and stay with the child * who will telephone the ambulance and the families of the child * who will ensure the supervision of other children at the service * who will let the ambulance officers into the service and take them to the child |
|  | Ensure that all staff have undertaken training through the Epilepsy Smart Australia state/territory epilepsy organisation |