

Care and Supervision

• Care Plans



Child Care Links
Linking you to the Child Care
Licensing Regulation

www.fraserhealth.ca/childcare

Fraser Health Authority has developed a range of “*plain language*” resources written in user-friendly English which link directly to the ***Child Care Licensing Regulation***. These resources are designed to be easily understood by all, including Licensees and child care staff who speak English as a second language. Child Care Links Resources explain key requirements of the Child Care Licensing Regulation.

Child Care Links has been developed by Nicole Marshall, with contributions from Fraser Health's Community Care Facilities Licensing Program staff, focus group input from licensed child care providers, and with the guidance & support of the Health Protection Strategic & Operations Support team.

Caring for a Child Who Needs Extra Support

Who is a child that needs extra support?

A child who needs extra support needs more help than other children. All children will have some difficulties as they grow. This does not mean they need extra support. Only children who have difficulties which are not part of their normal growth need extra support. A child may need extra support for any of the following reasons:



• Physical	- Has difficulty using a part or parts of their body - Has a serious medical condition or allergy
• Intellectual	- Has difficulty learning and/or understanding new things
• Emotional	- Has difficulty with negative feelings
• Language	- Has difficulty with talking and/or understanding words
• Behavioural	- Has difficulty with behaviour

Who is responsible for meeting the needs of a child who needs extra support in a licensed daycare?

The Licensee is responsible for meeting the needs of all children who are in care, including those who need extra support. When caring for a child who needs extra support, the Licensee must do the following:

- Make sure that staff have the correct training and are able to meet the needs of the child who needs extra support.
- Make sure that a child who needs extra support can enter all areas of the daycare space.
- Make changes to the program of activities for this child if needed.
- Provide suitable equipment and toys to this child.



What is a care plan?

The Child Care Licensing Regulation states that a child who needs extra support must have a care plan in place. The reason for this is to make sure that a child who needs extra support gets the help they need. A care plan is a written record that tells about the type of care a child needs. It includes the following:

- Information about the child's **needs**, given by a **Health Care Professional**.
- Information about the **action** that needs to be taken to meet the needs of the child, given by a **Health Care Professional**.
- Information about any special **equipment** that needs to be provided to the child.
- Information about any **changes** that need to be made to the daycare space to meet the needs of the child.



Who is a Health Care Professional?

There are many Health Care Professionals. A doctor, nurse, supportive child development consultant, physiotherapist, occupational therapist, educational psychologist, speech therapist are all Health Care Professionals.

Who makes a care plan?

A care plan must be put together by the daycare staff in discussion with the parent and any other person asked by the parent to be included.



When does a care plan need updating?

A care plan needs to be updated whenever any important changes take place that are not included in the care plan. A care plan needs to be checked at least every twelve months and updated if needed. When a care plan is checked or updated, the parent (and anyone else the parent requests) needs to be involved.



What other information do we need to write down?

The Licensee must make sure that information is written down which shows that the instructions in the care plan are being followed. This written information includes the following:

- Information about any food or drink given for medical reasons to a child.
- Information about any medicine administered.
- Information about any changes to the program of activities made.
- Information about any behavioural guidance given and its outcome.
- Information about any other matter the Licensee has agreed with the parent of the child to write down.

