



## **Allergy and Anaphylaxis Policy**

August, 2021

### **Anaphylaxis Prevention**

- At the time of registration, parents/guardians are asked to provide information regarding their child's medical conditions, including any allergies and any emergency medication that may be required to prevent anaphylaxis. Required documents will be completed in collaboration with the program, the parent/guardian, and the child's physician. The documents will summarize for staff the actions to take in response to an allergic or anaphylactic reaction. Documents and emergency medications will be stored in the program first aid kits as described in the program's healthcare plan and staff will be aware of this policy. Throughout the year parents can update the medical or medication information as needed through the electronic parent portal.

### **Required Documents for children with a known allergy**

- NYS OCFS form 7006 - Individual Health Care Plan for a Child with Special Healthcare Needs or approved equivalent.
- NYS OCFS form 6029- Individual Allergy and Anaphylaxis Emergency Plan or approved equivalent.
- NYS OCFS form 7002 – Medication Consent Form or approved equivalent.

These documents will be completed in collaboration with the program, the parent/guardian, and the child's physician. In the event of an anaphylactic reaction, staff will call 911 and will follow guidance set-forth in these documents.

### **Staff Training**

- Once hired, CYC staff will receive training in the prevention, recognition, and response to food, insect, and other allergic reactions. Ongoing, this training will be conducted annually as part of staff training curriculum. Multiple staff will maintain CPR/first aid certification. MAT certification will be received and maintained by staff when program enrollment warrants. Training on how to administer a prescribed epinephrine dose will be provided by a parent/guardian or certified staff member, such as a nurse.

### **Strategies to Reduce the Risk of Exposure to Allergic Triggers**

- A list of children and their relevant allergy will be posted for staff to visually review inside the front flap of the program's forms binder. Staff will monitor and take action to prevent exposure to known allergy triggers. Staff action to prevent exposure may involve reading labels or inspecting play areas for insect nests. All regulations related to allergies and anaphylaxis will be followed by staff and volunteers, including hand washing and cleaning.

## **Communication**

- Staff will be made aware of the enrollment of a child with an allergy, medication details if needed for the allergy, and ways to reduce exposure to the allergies. Families will be made aware of the types of allergies present in the program and suggestions on steps to take to reduce exposure to the allergy will be provided (ie. If a participant has an allergy to nut/tree nuts, it will be suggested that families only send nut/tree nut foods in with there children for meals or snacks). All confidentiality protocols will be followed when making families aware of this information.

## **Annual Notification to Families**

- This policy will part of the program's parent handbook and will be reviewed and provided to families annually.