

## **Students with Life-Threatening Medical Conditions: Parent/Guardian Checklist for Plan of Care**

Students with life-threatening medical conditions, such as asthma, diabetes, epilepsy/seizure disorder and/or who are at risk of anaphylaxis due to life-threatening allergies, who require support for their medical needs while at school, during school based activities, and/or while using school transportation services, require the development of a Plan of Care.

### **For a new or revised Plan of Care:**

- Complete appropriate Plan of Care form (*access forms at <https://www.ugdsb.ca/board/policy/policy-518-students-with-life-threatening-medical-conditions/>*)
- Obtain Health Care Provider Signature
- Schedule a meeting with the principal (or designate) to finalize Plan of Care

### **To continue an existing Plan of Care** (with no significant changes to the plan):

- Complete Annual Renewal form (Form 518-6)  
NOTE: This form may already be on file at the school
- Meet with the principal (or designate)

### **Parent/Guardian Responsibilities:**

Parents/Guardians should review [Policy 518: Students with Life-Threatening Medical Conditions](#), to understand the role and responsibility of all involved with your child's Plan of Care. Some highlights for parents/guardians include:

- educate your child about their medical condition(s)
- guide and encourage your child to reach their full potential for self-management and self-advocacy
- inform the school principal of your child's medical condition(s) within the first 30 days of the school year or as soon as possible during the school year, and help to create your child's Plan of Care
- review the Plan of Care and communicate any changes to the principal:
  - at a minimum, each year during the first 30 school days
  - immediately, when there are changes to your child's medical condition(s)
  - immediately, when there are changes to your child's ability for self-management
- supply your child and/or school with sufficient quantities of medication and supplies (e.g., testing strips, glucose tablets, etc.) in their original, clearly labelled containers, as directed by a health care provider, and track the expiration dates
- ensure emergency contact numbers are kept current
- if possible, provide your child with Medicalert® jewellery to identify the medical condition (The Medicalert® No Child Without® program provides this jewellery free of charge for students between the ages of 4 and 14)