



SOUTH AFRICAN COUNCIL FOR SOCIAL SERVICE PROFESSIONS

GENERAL NOTICE 9 of 2020

REF: 3/7/6/1/9

2 July 2020

NOTICE TO:

1. All registered child and youth care workers registered at a professional or auxiliary level;
2. Continuing professional development training providers
3. Employers; and
4. Higher education and TVET institutions

ADMINISTRATION OF MEDICATION FOR CHILDREN BY CHILD AND YOUTH CARE WORKERS

1. The matter pertaining the administration of medicine for children cared for in child and youth care centres, by child and youth care workers registered at a professional or auxiliary level, was submitted to the South African Council for Social Service Professions to review within the scope of the Social Service Professions Act 110 of 1978, and the *Regulations for child and youth care workers, auxiliary child and youth care workers, and student child and youth care workers*.
2. On recommendation of the Professional Board for Child and Youth Care Work, the South African Council for Social Service Professions resolved during its 58th meeting that the administration of medication for children in a child and youth care centre established in terms of sections 195, 196, 197 or 197 of the Children's Act 38 of 2005, falls within the scope of practice of a child and youth care worker registered in the professional or auxiliary category of registration.
3. Council and the Professional Board for Child and Youth Care Work took into consideration that one of the main responsibilities of child and youth care workers is to provide holistic developmental and therapeutic care to the children and youth with whom they work. This involves a child and youth care worker's understanding and knowledge of how to care for children and youth who are not well, or who require medication and/or, are receiving chronic medicine. In this respect the *Regulations for child and youth care workers, auxiliary child and youth care workers, and student child and youth care workers* (Government Notice R 838 in Government Gazette Number 38135 of 31 October 2014) indicate that the scope of work of child and youth care workers at a professional level includes amongst others the care and development of children and youth where their physical; emotional; spiritual; cognitive; social survival; and developmental needs are protected. Similarly, it indicates that child and youth care workers at auxiliary level scope of work includes the provision of basic and developmental care of children and youth where their physical, emotional, spiritual, cognitive and social needs are protected. It can safely be expected that line with the intent of this scope of practice with regards to the well-being and specific needs of children, that child and youth care workers may assume the responsibility for ensuring that prescribed medication is taken by the children and youth in their care.
4. Furthermore, Council noted that the training and education of child and youth care workers (unit standard 254178) require that child and youth care workers are able to "*Demonstrate basic caring skills for children and youth at risk. This unit standard requires that child and youth care workers are trained in knowledge and skills pertaining to their being able to show clearly at the end of the training*

that they can provide basic care for the children and youth at risk. One of the elements of this is their being able to: Apply basic health knowledge within a child and youth care context”.

5. The *administration of medication* for children by child and youth care workers registered at a professional or auxiliary level involves ensuring that the medication is taken in the prescribed dosage and at the time intervals as prescribed by a medical practitioner, or in the case of non-schedule or over-the-counter-medication, that it is taken as explained by the pharmacist or as indicated on the packaging in a safe and responsible manner.
6. The resolution of Council is subject to the following pronouncements by the Professional Board for Child and Youth Care Work as applicable to child and youth care workers registered at a professional or auxiliary level:
 - 6.1 *Actions pertaining to administration of medication of children that **may be undertaken** by a child and youth care worker*
 - 6.1.1 The responsibility to *prescribe scheduled medication* for children in child and youth care centres is the responsibility of health practitioners that are trained and licensed by the relevant authority to do so in a prescribed manner.
 - 6.1.2 Any medication that needs to be taken *intravenously* (by injection) may **ONLY** be administered by medical personnel.
 - 6.2 *General **measures for the administration of medication** by a child and youth care worker*
 - 6.2.1 All prescribed and over the counter medication that need to be administered by a child and youth care worker needs to be recorded in a register for purpose of control.
 - 6.2.2 A daily chart should be maintained as part of the daily planning and logging of the exact times and dosages of medicine administered.
 - 6.2.3 All medicine that needs to be administered by a child and youth care worker must be stored, recorded and labelled properly. This include recording in writing the name of the child, date, time, dosage, name or type of medication given, and the particulars of the child and youth care worker who administered the medication.
 - 6.2.4 All medication that needs to be administered by a child and youth care worker shall be stored in a dry, cool, and locked area that is safe and where it cannot be accessed by any child or any other person who is not responsible for the administration of such medication.
 - 6.2.5 The administration of medication by a child and youth care worker needs to be done in accordance with a clear and written protocol that is established by the child and youth care centre, and /or approved protocols followed by a child and youth care worker supervisor who is responsible for the supervision of child and youth care workers, and will in general, be responsible to oversee the administration of medication by child and youth care workers.
 - 6.3 *Administration of **prescribed medication** by a child and youth care worker*
 - 6.3.1 A trained, qualified, and registered child and youth care worker at the professional or auxiliary category of registration must ensure that in line with their scope of practice, all children who need to take prescribed medication receive and take their medication in the required dosage, and at the prescribed times, and may assist medical personnel with administering medication when required to do so for children and youth in their care.
 - 6.3.2 In the case of children (minor patients) with diabetes, where it is required that they inject themselves, the utmost care must be taken and this should be done under supervision of a registered child and youth care worker or registered medical personnel even if the child has been trained to administer the injection himself or herself to avoid any incorrect dosage or accidents. In the case where the injection needs to be administered by a person other than the child, it may **ONLY** be administered by medical personnel.

- 6.3.3 The administration of prescribed medication by a child and youth care worker needs to be in accordance with a *clear written protocol* regarding the issuing of prescribed medicine to children in line with paragraph 6.2.5; the responsibilities and procedures for ensuring that children take their prescribed medication; the control measures in place for the safe administration of prescribed medication that shall include the recording of such medication in terms of paragraph 6.2.1 and differentiation in terms of the administration of different scheduled prescribed medication. Recording of such medicine must be logged for future reference if necessary.
- 6.3.4 A senior child and youth care worker must take responsibility to *ensure that prescribed medication is administered correctly*, recorded in the register and be locked away as per the protocol established in terms of section 6.2. (General measures of administration of medication)
- 6.4 *Administration of **over-the-counter-medicine** by a child and youth care worker*
- 6.4.1 Over-the-counter-medicine for minor ailments or light injuries may be administered by a child and youth care worker as per the dosage and conditions provided in the packaging or on the label from the pharmacist.
- 6.4.2 The administration of over-the-counter-medicine by a child and youth care worker needs to be in accordance with a *clear written protocol* regarding the issuing of over-the-counter-medicine to children, the responsibilities and procedures and the control measures in place for the safe administration and storage of over-the-counter-medicine that shall include the recording in terms of paragraph 6.2.3.
- 6.5 *Measures to be in place for the **safe administration of medication** by a child and youth care worker*
- 6.5.1 Notwithstanding the type of medication and how “normal” or “easy” it may seem for the child to manage, if medication must be taken by a child or youth in the care of a child and youth care worker, the child must take the medicine in the presence of that child and youth care worker to avoid any over dosage or non-compliance that may lead to other serious complications that may be life-threatening.
- 6.5.2 No child and youth care worker may permit or request a child to fetch medication from the onsite storage facility or first aid kit.
- 6.5.3 A child and youth care worker may never leave medication unattended in the presence of a child, or leave medication for a child to take later without supervision.
- 6.5.4 A child and youth care worker must at all times verify whether medication has expired or not, and not mix such medication with other medication that still has a shelf life. Medication that has expired must be discarded in accordance with an agreed protocol and procedure in a safe manner.
- 6.6 Child and youth care workers need to strictly adhere to the *Policy guidelines for child and youth care workers regarding professional and ethical behaviour* when they are responsible for administration of medicine as part of their practice.
7. The provisions as set out above may be adjusted if deemed necessary in the case where registered child and youth care workers registered at a professional or auxiliary level provides a community-based service to children and it is deemed necessary for him or her to administer medication for the children he or she is responsible for.
8. The provisions as set out in this *General Notice* apply with immediate effect to all child and youth care workers registered at a professional or auxiliary level.

ISSUED BY: REGISTRAR, Ms Langi LC Malamba