Charlotte Jewish Preschool
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CJP Allergy Communication Form

Child: _____ Allergy: _____

Forms

(Hang inside of cabinet)

- ☐ HIPAA Letter (permission to post)
- ☐ Permission to administer
- ☐ Food and Allergy Action Plan (signed by doctor)

Medications

- ☐ 2 epi-pens in cabinet unlocked and 5 ft. up
- ☐ Benadryl (must be on action plan and signed by doctor)
- ☐ Other_____

Environment

- ☐ Environmental accommodations not necessary
- ☐ Allergy (food)_____ free primary classroom
- ☐ Allergy (food)_____ free table (table labeled with name and allergy, cleaned table tops, lunches checked)

Special Days/Events/Facilities

Special days at the CJP often involve foods that are not typically served in their classroom. On special days we ask that the parent either attend the special day with their child, or make accommodations in order to ensure their child's safety. Furthermore, parents will provide teachers with supplemental snacks if their child is not able to eat special snacks due to their allergy. CJP utilizes facilities outside of the primary classroom, including at the Levine Jewish Community Center. If an allergy free primary classroom is checked above, only that classroom will be allergy free. Your child may spend time in other classrooms in the school building and other facilities on our campus, those environments will not be allergy free. If you sign your child up for a "special" at the LJCC, you are responsible for providing the necessary medication. CJP will not transfer any medication from our premises.

Accommodations:

_____

_____

_____

A copy of CJP's Allergy Policy is attached. I acknowledge that I have read and understand the CJP Allergy Policy. Furthermore, I understand the above sets forth CJP's responsibility with respect to my child's allergy. I acknowledge that despite the good faith efforts by CJP, our child may encounter allergens or other environmental agents in the CJP premises due to the nature of the school environment and exposure to other children. I waive the right to any suit or complaint, claim, charge, demand or damages against CJP, its affiliates and any of their employees, teachers, staff members, agents, independent contractors, officers, or directors arising from such exposure, unless such exposure results from the gross negligence of CJP.

Parent(s) Name(s):

Signature: _____Date:_____

Signature: _____Date:_____

CJP Acknowledges receipt of this Allergy Communication Form on the date set forth below.

Administrator:

Signature: _____

Name: _____

Title: _____

Lead Teacher in Primary Classroom:

Signature: _____

Name: _____

Title: _____

Date Received: _____

Charlotte Jewish Preschool
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Dear Parents,

It is noted on your child's health assessment that _____ has an allergy to

_____.

Under the HIPAA Privacy Law your child's medical records and health information are protected and remain confidential at all times. The Charlotte Jewish Preschool honors this law and respects every child's privacy pertaining to his/her medical records. However, at the Charlotte Jewish Preschool, we feel that in order to protect your child to the best of our ability, it is important to post the allergy and plan of action in a visible place in the classroom. We want all of the adults interacting with your child to have access to this information, therefore able to prevent any allergic reaction and/or respond promptly and appropriately to any allergic reactions that may occur. Please indicate below if you give the Charlotte Jewish Preschool permission for your child's allergies and their action plan to be posted in the classroom.

Name of Parent(s):_____, _____

Child's Name:_____ Allergy_____

_____I hear by give permission to the Charlotte Jewish Preschool to post any information pertaining to my child's allergy and plan of action in the classroom

_____I do not give permission to the Charlotte Jewish Preschool to post any information pertaining to my child's allergy and plan of action in the classroom

Signature_____ Date: _____

POWERED BY
Jewish Federation
OF GREATER CHARLOTTE

Child Medical Action Plan

10A NCAC 09 .0801(b) [Centers] and .1721(a)(4) [Family Child Care Homes]

If a child has health care needs that require specialized health services, the child's a health care professional or parent must complete a medical action plan and attach it to the child's application. This plan must be updated both annually and anytime there are changes to the child's health status or treatment plan. It is recommended that parents do not complete or change the plan without guidance from the child's health care professional.

The medical action plan must be attached to the application, included in the facility Ready to Go File, and accessible to the staff caring for the child.

Children with asthma, diabetes, seizures, or allergies should have medical action plans specific to those conditions.

Name of person completing form:		Today's date:
Child's full name:		Date of birth:
Parent/guardian's name:		Phone:
Primary health care professional:		Phone:
Specialist/therapist:	Type:	Phone:
Specialist/therapist:	Type:	Phone:
Diagnosis(es):		
Allergies (food, medication, environmental, insects, or other):		

Medication(s)

Complete a **Medication Administration Permission Form** if medications listed below are to be provided by the child care. Complete page three if child has more than two medications.

Medication name:	☐ Daily medication taken at child care	☐ Daily medication taken at home	☐ Emergency medication
Dosage:	Time/frequency:	Route:	
Special instructions:	Side effects:	Reason prescribed:	
Medication name:	☐ Daily medication taken at child care	☐ Daily medication taken at home	☐ Emergency medication
Dosage:	Time/frequency:	Route:	
Special instructions:	Side effects:	Reason prescribed:	

Accommodation(s)

Describe any accommodation(s) the child needs in daily activities and why.

Diet or Feeding:
Classroom Activities:
Naptime/Sleeping:
Toileting:
Outdoors or Field Trips:
Transportation:
Other/Comments:

Child Medical Action Plan

10A NCAC 09 .0801(b) [Centers] and .1721(a)(4) [Family Child Care Homes]

Equipment/Medical Supplies

1.
2.
3.
4.

Emergency Care

Call parents/guardians if the following symptoms are present:
Call 911 (emergency medical services) if the following symptoms are present, and contact the parents/guardians:
Take these measures while waiting for parents or medical help to arrive:

Suggested Special Training for Staff

If completed by a health care professional:

Health Care Professional Signature:	Date:

Parent notes

Parent/Guardian Signature:	Date:

Child Medical Action Plan

10A NCAC 09 .0801(b) [Centers] and .1721(a)(4) [Family Child Care Homes]

Medication name:	☐ Daily medication taken at child care	☐ Daily medication taken at home	☐ Emergency medication
Dosage:	Time/frequency:	Route:	
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Dosage:	Time/frequency:	Route:	
Special instructions:	Side effects:	Reason prescribed:	

Medication name:	☐ Daily medication taken at child care	☐ Daily medication taken at home	☐ Emergency medication
Dosage:	Time/frequency:	Route:	
Special instructions:	Side effects:	Reason prescribed:	

Medication name:	☐ Daily medication taken at child care	☐ Daily medication taken at home	☐ Emergency medication
Dosage:	Time/frequency:	Route:	
Special instructions:	Side effects:	Reason prescribed:	

FARE Food Allergy Research & Education — FOOD ALLERGY & ANAPHYLAXIS EMERGENCY CARE PLAN

Name: _____ D.O.B.: _____

Allergy to: _____

Weight: _____ lbs. Asthma: ☐ Yes (higher risk for a severe reaction) ☐ No

PLACE PICTURE HERE

NOTE: Do not depend on antihistamines or inhalers (bronchodilators) to treat a severe reaction. USE EPINEPHRINE.

Extremely reactive to the following allergens: _____

THEREFORE:

☐ If checked, give epinephrine immediately if the allergen was LIKELY eaten, for ANY symptoms.

☐ If checked, give epinephrine immediately if the allergen was DEFINITELY eaten, even if no symptoms are apparent.

FOR **ANY** OF THE FOLLOWING:

SEVERE SYMPTOMS

LUNG
Shortness of breath, wheezing, repetitive cough

HEART
Pale or bluish skin, faintness, weak pulse, dizziness

THROAT
Tight or hoarse throat, trouble breathing or swallowing

MOUTH
Significant swelling of the tongue or lips

SKIN
Many hives over body, widespread redness

GUT
Repetitive vomiting, severe diarrhea

OTHER
Feeling something bad is about to happen, anxiety, confusion

OR A COMBINATION of symptoms from different body areas.

1. **INJECT EPINEPHRINE IMMEDIATELY.**
2. **Call 911.** Tell emergency dispatcher the person is having anaphylaxis and may need epinephrine when emergency responders arrive.

- Consider giving additional medications following epinephrine:
  - » Antihistamine
  - » Inhaler (bronchodilator) if wheezing
- Lay the person flat, raise legs and keep warm. If breathing is difficult or they are vomiting, let them sit up or lie on their side.
- If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
- Alert emergency contacts.
- Transport patient to ER, even if symptoms resolve. Patient should remain in ER for at least 4 hours because symptoms may return.

MILD SYMPTOMS

NOSE
Itchy or runny nose, sneezing

MOUTH
Itchy mouth

SKIN
A few hives, mild itch

GUT
Mild nausea or discomfort

FOR **MILD SYMPTOMS** FROM **MORE THAN ONE** SYSTEM AREA, GIVE EPINEPHRINE.

FOR **MILD SYMPTOMS** FROM **A SINGLE SYSTEM** AREA, FOLLOW THE DIRECTIONS BELOW:

1. Antihistamines may be given, if ordered by a healthcare provider.
2. Stay with the person; alert emergency contacts.
3. Watch closely for changes. If symptoms worsen, give epinephrine.

MEDICATIONS/DOSES

Epinephrine Brand or Generic: _____

Epinephrine Dose: ☐ 0.15 mg IM ☐ 0.3 mg IM

Antihistamine Brand or Generic: _____

Antihistamine Dose: _____

Other (e.g., inhaler-bronchodilator if wheezing): _____

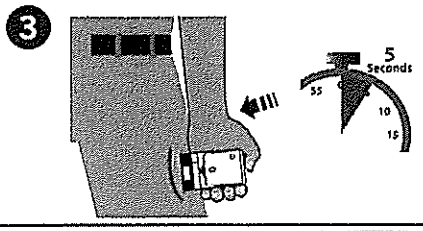
_____

PATIENT OR PARENT/GUARDIAN AUTHORIZATION SIGNATURE DATE PHYSICIAN/HCP AUTHORIZATION SIGNATURE DATE

FORM PROVIDED COURTESY OF FOOD ALLERGY RESEARCH & EDUCATION (FARE) (FOODALLERGY.ORG) 4/2017

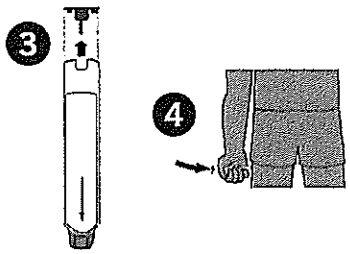
FARE Food Allergy Research & Education — FOOD ALLERGY & ANAPHYLAXIS EMERGENCY CARE PLAN

HOW TO USE AUVI-Q® (EPINEPHRINE INJECTION, USP), KALEO



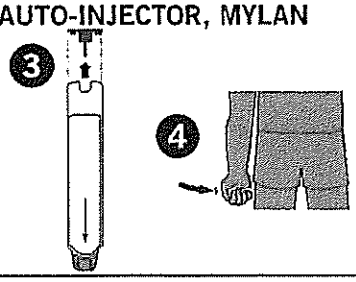
1. Remove Auvi-Q from the outer case.
2. Pull off red safety guard.
3. Place black end of Auvi-Q against the middle of the outer thigh.
4. Press firmly, and hold in place for 5 seconds.
5. Call 911 and get emergency medical help right away.

HOW TO USE EPIPEN® AND EPIPEN JR® (EPINEPHRINE) AUTO-INJECTOR, MYLAN



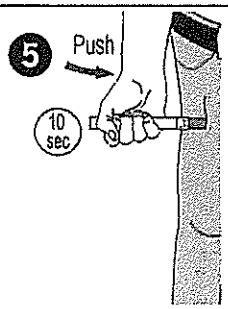
1. Remove the EpiPen® or EpiPen Jr® Auto-Injector from the clear carrier tube.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward.
3. With your other hand, remove the blue safety release by pulling straight up.
4. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'.
5. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
6. Remove and massage the injection area for 10 seconds.
7. Call 911 and get emergency medical help right away.

HOW TO USE EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF EPIPEN®), USP AUTO-INJECTOR, MYLAN



1. Remove the epinephrine auto-injector from the clear carrier tube.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward.
3. With your other hand, remove the blue safety release by pulling straight up.
4. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'.
5. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
6. Remove and massage the injection area for 10 seconds.
7. Call 911 and get emergency medical help right away.

HOW TO USE IMPAX EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF ADRENACLICK®), USP AUTO-INJECTOR, IMPAX LABORATORIES



1. Remove epinephrine auto-injector from its protective carrying case.
2. Pull off both blue end caps: you will now see a red tip.
3. Grasp the auto-injector in your fist with the red tip pointing downward.
4. Put the red tip against the middle of the outer thigh at a 90-degree angle, perpendicular to the thigh.
5. Press down hard and hold firmly against the thigh for approximately 10 seconds.
6. Remove and massage the area for 10 seconds.
7. Call 911 and get emergency medical help right away.

ADMINISTRATION AND SAFETY INFORMATION FOR ALL AUTO-INJECTORS:

1. Do not put your thumb, fingers or hand over the tip of the auto-injector or inject into any body part other than mid-outer thigh. In case of accidental injection, go immediately to the nearest emergency room.
2. If administering to a young child, hold their leg firmly in place before and during injection to prevent injuries.
3. Epinephrine can be injected through clothing if needed.
4. Call 911 immediately after injection.

OTHER DIRECTIONS/INFORMATION (may self-carry epinephrine, may self-administer epinephrine, etc.):

Treat the person before calling emergency contacts. The first signs of a reaction can be mild, but symptoms can worsen quickly.

EMERGENCY CONTACTS — CALL 911

RESCUE SQUAD: _____

DOCTOR: _____ PHONE: _____

PARENT/GUARDIAN: _____ PHONE: _____

OTHER EMERGENCY CONTACTS

NAME/RELATIONSHIP: _____

PHONE: _____

NAME/RELATIONSHIP: _____

PHONE: _____

FORM PROVIDED COURTESY OF FOOD ALLERGY RESEARCH & EDUCATION (FARE) (FOODALLERGY.ORG) 4/2017

Allergy and Anaphylaxis Emergency Plan

American Academy of Pediatrics
DEDICATED TO THE HEALTH OF ALL CHILDREN™

Attach child's photo

Child's name: _____ **Date of plan:** _____

Date of birth: ____/____/_____ **Age** _____ **Weight:** _____kg

Child has allergy to _____

Child has asthma. ☐ Yes ☐ No (If yes, higher chance severe reaction)
Child has had anaphylaxis. ☐ Yes ☐ No
Child may carry medicine. ☐ Yes ☐ No
Child may give him/herself medicine. ☐ Yes ☐ No (If child refuses/is unable to self-treat, an adult must give medicine)

IMPORTANT REMINDER
Anaphylaxis is a potentially life-threating, severe allergic reaction. If in doubt, give epinephrine.

For Severe Allergy and Anaphylaxis
What to look for

If child has ANY of these severe symptoms after eating the food or having a sting, **give epinephrine.**

- Shortness of breath, wheezing, or coughing
- Skin color is pale or has a bluish color
- Weak pulse
- Fainting or dizziness
- Tight or hoarse throat
- Trouble breathing or swallowing
- Swelling of lips or tongue that bother breathing
- Vomiting or diarrhea (if severe or combined with other symptoms)
- Many hives or redness over body
- Feeling of "doom," confusion, altered consciousness, or agitation

SPECIAL SITUATION: If this box is checked, child has an extremely severe allergy to an insect sting or the following food(s):_____. Even if child has MILD symptoms after a sting or eating these foods, **give epinephrine.**

Give epinephrine!
What to do

1. Inject epinephrine right away! Note time when epinephrine was given.
2. Call 911.
   - Ask for ambulance with epinephrine.
   - Tell rescue squad when epinephrine was given.
3. Stay with child and:
   - Call parents and child's doctor.
   - Give a second dose of epinephrine, if symptoms get worse, continue, or do not get better in 5 minutes.
   - Keep child lying on back. If the child vomits or has trouble breathing, keep child lying on his or her side.
4. Give other medicine, if prescribed. Do not use other medicine in place of epinephrine.
   - Antihistamine
   - Inhaler/bronchodilator

For Mild Allergic Reaction
What to look for

If child has had any mild symptoms, **monitor child.**
Symptoms may include:

- Itchy nose, sneezing, itchy mouth
- A few hives
- Mild stomach nausea or discomfort

Monitor child
What to do

Stay with child and:

- Watch child closely.
- Give antihistamine (if prescribed).
- Call parents and child's doctor.
- If symptoms of severe allergy/anaphylaxis develop, use epinephrine. (See "For Severe Allergy and Anaphylaxis.")

Medicines/Doses

Epinephrine, intramuscular (list type):_____ Dose: ☐ 0.15 mg ☐ 0.30 mg (weight more than 25 kg)
Antihistamine, by mouth (type and dose): _____
Other (for example, inhaler/bronchodilator if child has asthma): _____

_____ _____ _____ _____
Parent/Guardian Authorization Signature **Date** **Physician/HCP Authorization Signature** **Date**

 Your child's doctor will tell you to do what's best for your child. This information should not take the place of talking with your child's doctor.

Allergy and Anaphylaxis Emergency Plan

American Academy of Pediatrics
DEDICATED TO THE HEALTH OF ALL CHILDREN™

Child's name: _____ **Date of plan:** _____

Additional Instructions:

Contacts

Call 911 / Rescue squad: (___) _____-_____

Doctor: _____ Phone: (___) _____-_____

Parent/Guardian: _____ Phone: (___) _____-_____

Parent/Guardian: _____ Phone: (___) _____-_____

Other Emergency Contacts

Name/Relationship: _____ Phone: (___) _____-_____

Name/Relationship: _____ Phone: (___) _____-_____

 Your child's doctor will tell you to do what's best for your child. This information should not take the place of talking with your child's doctor.

Medication Administration Permission Form

10A NCAC 09 .0803 (centers) and .17209(b) (family child care homes)

Parent/guardian completes, signs, and dates the Medication Administration Permission Form. The person accepting this form must attach the Medication Administration Record(s) to this form.

Permission valid from date:	To date:

Only complete this box if the medication is for a child who has a chronic medical condition or an allergy

☐ This document is written permission to administer this medication for up to 6 months.

Specific chronic medical or allergic condition: _____

Child has an: ☐ Medical Action Plan (required)

Child's full name:	Date of birth:
Medication name:	Expiration date:

When to give medication (choose one):

☐ Give medication on these specific dates and times:

☐ Give medication as needed. List the specific symptoms or circumstances needed to give the medication and how often it can be given. Ex. If Suzy has a rash and is scratching it, apply this ointment to the rash. Wait at least 6 hours before reapplying.

Dosage (how much medication to give):
Route (how to give the medication):
Special instructions on how to give medication:
Possible reactions or side effects:
☐ Child has received at least one dose of medication at home without reactions or side effects.

Prescribing health care professional name:	Phone:
Pharmacy:	Phone:

I give authorization to give medicine and to call the prescribing health care professional or pharmacy if needed

Parent/guardian name:	
Parent/guardian signature:	Date:

Medication received, returned, or disposed of:

Received from parent/guardian	Date	Amount	Parent/guardian signature	Child care provider signature
Returned to parent/guardian	Date	Amount	Child care provider signature	Witness signature
Disposed of medicine	Date	Amount	Child care provider signature	Witness signature

Medication Administration Record

10A NCAC 09 .0803 (centers) and .1720 (family child care homes)

Person who gives the child the medicine completes this Medication Administration Record. Copy this page when you need more lines to record medication administration. Attach page to the Medication Administration Permission.

If an error occurs and the child requires medical attention, call 9-1-1 and/or Poison Control (800-222-1222) immediately.

Child's name:						
Medication name:						
Date given	Time given	Dose given	Route	Name of person giving medication	Signature of person giving medication	Reaction/side effect, if observed
Date	Time	Error or mishap while giving medication			Parent/guardian notified?	Child care provider signature
					☐ Yes ☐ No	
					☐ Yes ☐ No	
					☐ Yes ☐ No	