

Health/medication reporting on CHARMS

Reporting by the ISP Centre

Children's ongoing health problems and regular medication should be recorded in:

Personal details (health)

1. Use the CHARMS guide (Placement Health Recording) to select appropriate categories.
2. Details should be detailed in the "notes" box alongside.
3. Regular, prescribed medication should be listed in the 'regular medication' category.
4. The records should always reflect the current situation for the child and need to be regularly updated to ensure accurate details. Foster parents can view the information on the child's CHARMS record and advise the centre when things need to be changed. They can be reminded to do this at supervision/by regular email reminders.
5. Use the CHARMS report (**List of current children with selected personal details**) to view results for individual/all children – or for specific health conditions (for OFSTED reporting).

This section will be used for reporting regular, prescribed medication.

Foster parents will confirm that they gave individual doses of the medication in their daily carer log.

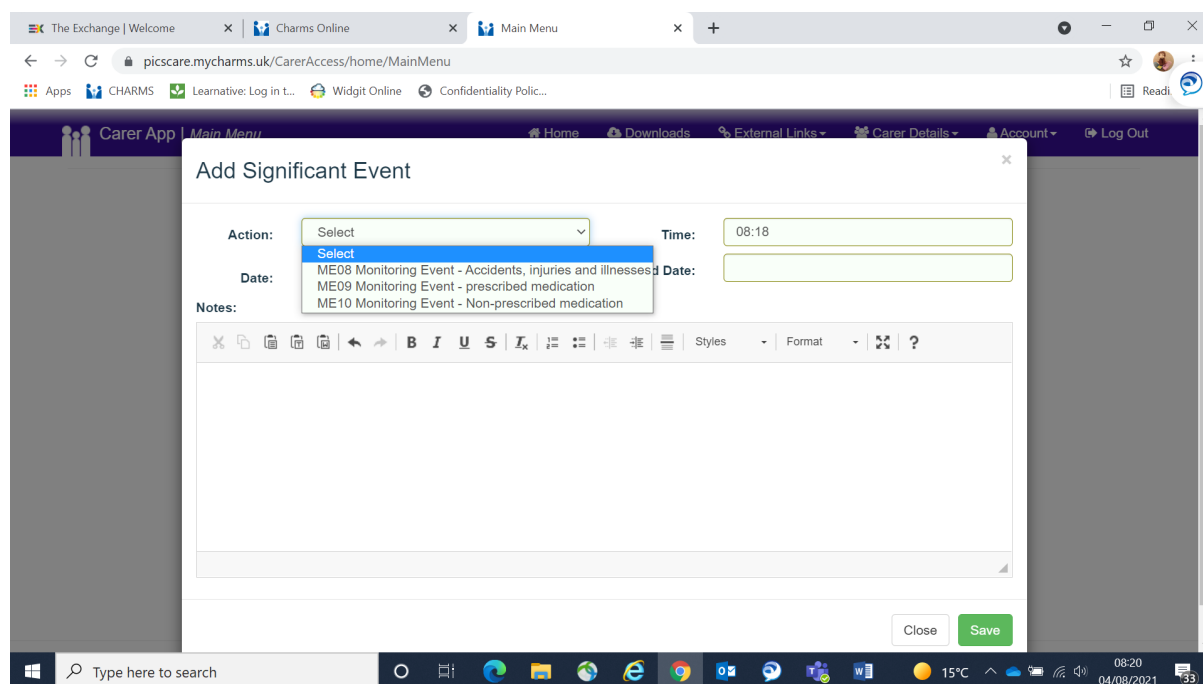
Medication recording by foster parents

The screenshot displays the CHARMS system interface for a carer. The browser address bar shows 'picscare.mycharms.uk/CarerAccess/home/MainMenu'. The page header includes 'Carer App | Main Menu' and navigation links for Home, Downloads, External Links, Carer Details, Account, and Log Out. The main content area shows a profile for 'Estelle Test' with a photo of a young girl in a field of red poppies. To the right of the photo, personal details are listed: DOB: 09/11/2011, Age: 9 Months: 8, Ethnic Origin, PL Start: 24/10/2016, PL End, and PL Type: Standard - Short Term. Below these details, it shows 'Incomplete Logs: 68' and 'Returned Logs: 7'. At the bottom of the profile card, there are three buttons: 'Significant Event' (circled in red), 'Carer Log', and 'Progress'. The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray with the date 04/08/2021 and time 08:18.

Foster parents should record all other medication given by selecting the “significant event” tab and choosing either:

Monitoring Event – Prescribed Medication or

Monitoring Event – Non-prescribed medication



- Choose ‘non-prescribed medication’ for any medication given at home, e.g. paracetamol. Answer the questions that are in the ‘notes’ box. Record all doses given in the ‘notes’ box. Enter an end-date when the medication stops.
- Choose ‘prescribed medication’ for anything that has been prescribed by the GP. Answer the questions that are in the ‘notes’ box to give details of the medication, the reason for its use and how long it is to be taken for (if known). When medication is no longer required, go back to the record and enter an ‘end date’.

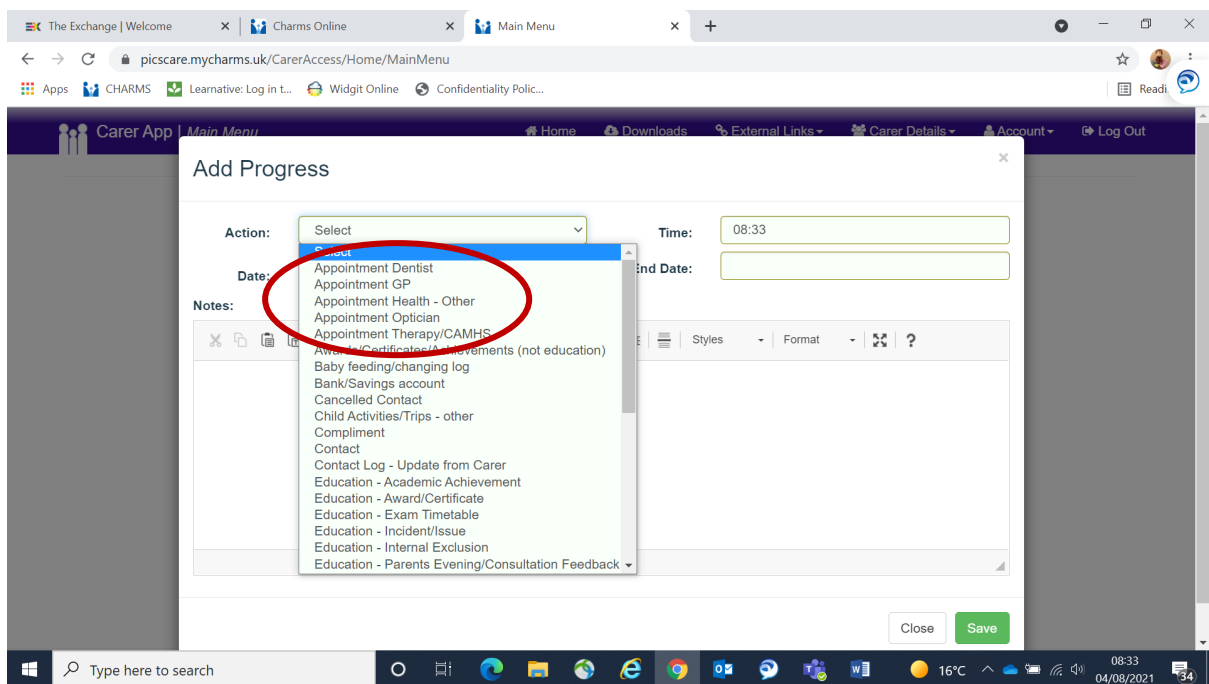
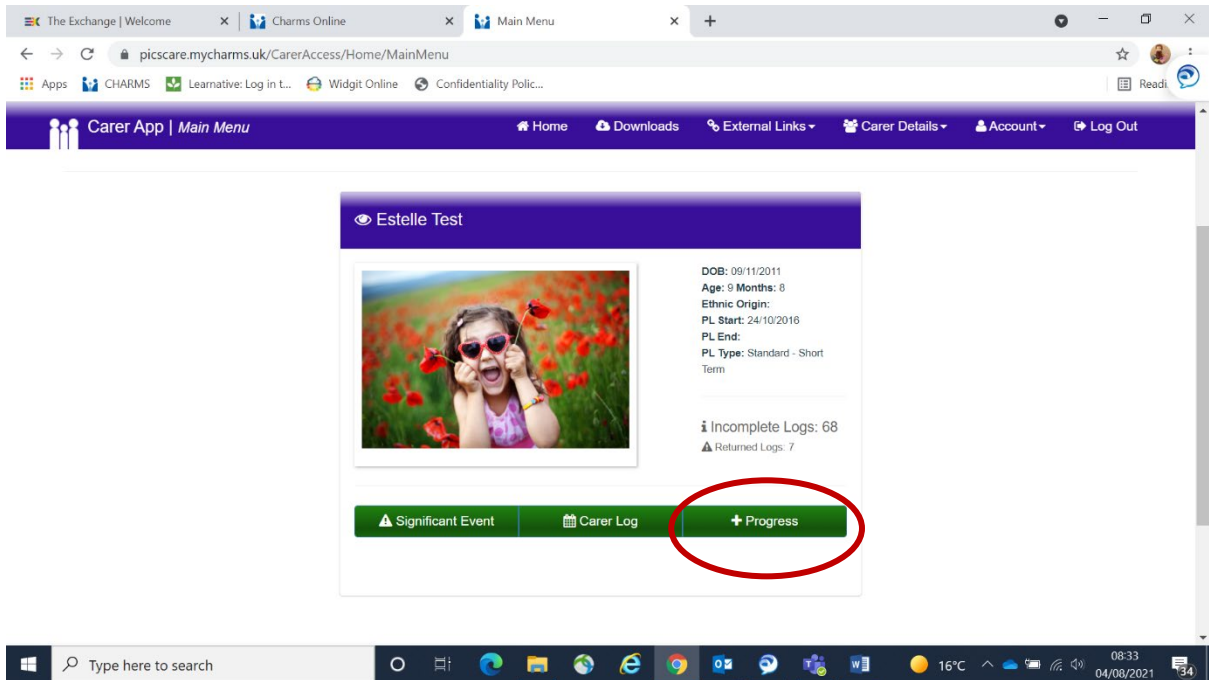
There is no need to record each dose given in the ‘notes’ box, you can do this in your daily log.

- The notes box should be used for details of the condition being treated, and doses given (for non-prescribed medication). The notes box can be edited as subsequent doses of medication are given for the same illness rather than making multiple entries. You can do this by looking up the entry in the child’s “progress” area and clicking the arrow:

The screenshot shows the Charms Online Carer App interface. The 'Progress' tab is highlighted with a red circle. Below it, a search filter section contains a text box with 'Searches action and notes' and several radio button options. Below that are three buttons: 'Add Significant Event', 'Add Progress', and 'Filter List'. A table below shows a list of actions, with the first row highlighted by a red circle. The table has columns for ID, Action, Date, Notes, Shared with me?, Sign, Files, and Copy. The first row contains: ID 222217, Action 'ME10 Monitoring Event - Non-prescribed medication', Date '04/08/2021', Notes '1. Name of medication' and 'Calpol', Shared with me? (checked), Sign, Files, and Copy icons.

| ID | Action | Date | Notes | Shared with me? | Sign | Files | Copy |
|--------|---|------------|---------------------------------|-------------------------------------|------|-------|------|
| 222217 | ME10 Monitoring Event - Non-prescribed medication | 04/08/2021 | 1. Name of medication Calpol | <input checked="" type="checkbox"/> | | | |

- If a health problem becomes long-term then it should be recorded by Centre in “personal details” and ongoing medication noted in the ‘regular medication’ category.
- Foster parents should keep a record of when they gave doses of regular prescribed medication in the daily carer log. If there are multiple daily medications, then the weekly medication log can be used. Your centre can give you a copy of this or you can find it in CHARMS files (#8537).
- Health appointments should be logged in progress (e.g. GP appointment)
- Vaccinations should be logged in progress (immunisations)
- Centres can use the Charms report ‘**Monitoring and notifiable events between dates – extended information**’ to collate information about medication given to children and young people.



Injury/accident/illness recording by foster carers

Foster parents can record illnesses, accidents and injuries within the “significant event” tab:

Monitoring event – accidents, injuries and illnesses

1. Foster parents will need to notify ISP Centre of the event
2. The medication monitoring event should be used to record any medication/medical treatment given as a result of the illness/injury.

Health appointment recording by foster carers

Foster parents can record health appointments as progress items:

- Appointment – GP**
- Appointment – dentist**
- Appointment – optician**
- Appointment health – other**
- Appointment – therapy/CAMHS**
- Health assessment/medical (only for LAC Health assessment)**
- Health visitor visits**
- Immunisation**
- Midwife appointments/visits**

1. Please record all health appointments
2. Please give details of reason for appointment and the outcome, including any medication prescribed.

The image consists of two screenshots from a web browser. The top screenshot shows the 'Carer App | Main Menu' interface for a child named 'Estelle Test'. The child's profile includes a photo, personal details (DOB: 09/11/2011, Age: 9 Months: 8, Ethnic Origin, PL Start: 24/10/2016, PL End, PL Type: Standard - Short Term), and log statistics (Incomplete Logs: 68, Returned Logs: 7). At the bottom of the profile card, there are three buttons: 'Significant Event', 'Carer Log', and '+ Progress'. The '+ Progress' button is circled in red. The bottom screenshot shows the 'Add Progress' dialog box. The 'Action' dropdown menu is open, and the 'Appointment Dentist' option is selected and circled in red. Other options in the list include Appointment GP, Appointment Health - Other, Appointment Optician, Appointment Therapy/CAMHS, Awards/Certificates/Achievements (not education), Bank/Savings/Changing log, Cancelled Contact, Child Activities/Trips - other, Compliment, Contact, Contact Log - Update from Carer, Education - Academic Achievement, Education - Award/Certificate, Education - Exam Timetable, Education - Incident/Issue, Education - Internal Exclusion, and Education - Parents Evening/Consultation Feedback. The dialog also has fields for 'Time' (08:33) and 'End Date', and 'Close' and 'Save' buttons at the bottom.