

About the confidential medical information form for excursions

The Department of Education and Training



Easy English



Hard words

This book has some hard words.

The first time we write a hard word

- the word is in **blue**
- we write what the hard word means.

You can get help with this book



You can get someone to help you

- read this book
- know what this book is about



- find more information.

About this book



Education
and Training

This book is written by the Department of Education and Training.

This book is about the **confidential medical information form** for **excursions**.



The confidential medical information form

- is a piece of paper



- includes private information about your child's health care needs.

Excursions are school activities that students go to outside of school.



For example

- the zoo



- the swimming pool.

Why you must fill out the form



On excursions, the medical information form helps teachers know

- who to call if your child is in an emergency



- how to help your child if they get sick



- medicine your child might need

- foods your child is **allergic** to.

Allergic means a person always gets sick from something.



For example, a child might be allergic to nuts.

The form helps teachers

- keep your child safe on an excursion



- do the right thing if your child gets sick on an excursion.

Information to go in the form

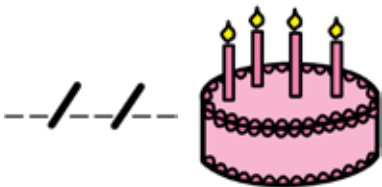


When you fill out the form, you give your child's

- full name



- home address



- date of birth.



The form includes the name and numbers for

- parents or **guardians**



- your family doctor.

Guardians are people who have a legal right to make choices for a child.



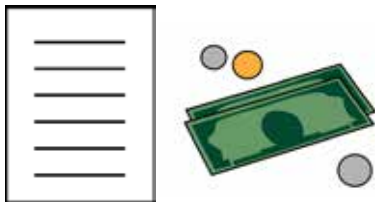
You also give numbers for your

- medicare account



- ambulance membership

- medical or hospital **insurance**.



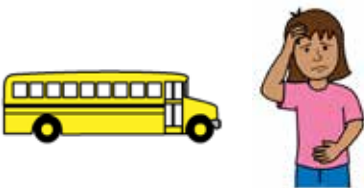
Insurance is an agreement you make with a service to help you pay for an emergency.

Information about your child's health

You will tick a box next to any health problem your child has.

For example

- travel sickness



- **asthma**

- **anaphylaxis**.



Asthma is a health problem that makes it hard for a person to breathe.



Anaphylaxis is when someone has bad allergic reactions to things like bee stings or nuts.



There is space in the form for you to write about your child's health problems.



You will be asked to write about any medicine your child needs.

You do **not** have to write anything if your child does **not**

- need any medicine

- have any health problems.

Medical consent



Medical consent means you agree that a person can make choices about your child's health care if



- your child is in an emergency

and



- the school can **not** contact you.

If you give medical consent you say it is ok for the teacher to



- give first aid



- choose medicine to give your child



- say **yes** to surgery if a doctor says your child needs it.

How to fill out the form



Before you fill out the form, make sure you

- read the form
- know what the form says



- have information from the school about the excursion.

There will be space for you to write information in the form.



You can get someone to help you

- read the form



- know what the form says
- know where to write in the form.

Ask the school questions if you do **not** understand any part of the form.

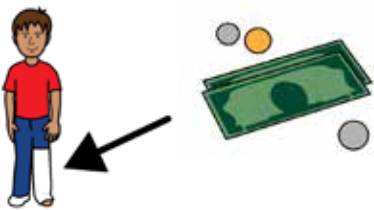


You should write information in the form that is right at the moment.

Student accident insurance



You might want to get **student accident insurance** before the excursion.



Student accident insurance can help families pay for accidents that happen on excursions.

Talk to the school to learn more about student accident insurance.



More information

For more information contact

The Department of Education and Training



Website

[www.education.vic.gov.au/about/
contact/Pages/regions.aspx](http://www.education.vic.gov.au/about/contact/Pages/regions.aspx)

© Scope (Aust) Ltd. You may use this document for your own personal, non-commercial purposes only. You must not use the document for any other purpose and must not copy, reproduce, digitise, communicate, adapt or modify the document, or any part of it, (or authorise any other person to do so) without the prior consent of Scope (Aust) Ltd.

Scope's Communication and Inclusion Resource Centre

wrote the Easy English in December 2018. www.scopeaust.org.au

To see the original contact the Department of Education and Training.

The Picture Communication Symbols ©1981–2019 by Tobii Dynavox.

All Rights Reserved Worldwide. Used with permission. Boardmaker® is

a trademark of Tobii Dynavox.