

**POPULATION HEALTH QUEENSLAND**

Enquiries to: Andrew Hawkins  
**Drugs and Poisons, Policy and  
Regulation Unit  
Environmental Health Branch**

Telephone: (07) 3234 0349  
Facsimile: (07) 3234 1480  
Our ref: AH-3908  
File No: QCOS/002191  
Your Ref: 08/133929

Ms Clare Gardiner-Barnes  
Assistant Director-General  
Student Services Division  
Department of Education, Training and the Arts  
PO Box 15033  
CITY EAST QLD 4002

Dear Ms Gardiner-Barnes

I refer to your letter dated 25 September 2008 requesting the re-issuing of the existing approval for schools to obtain and administer adrenaline auto-injectors as an emergency medication for the treatment of anaphylaxis. The re-issuing was for the purpose of modifying the approval in relation to consent provisions and changes to teacher titles.

The delegate has considered this request and has granted a new approval, with conditions. The new approval is distinguished from the old approval by a new identifying approval number.

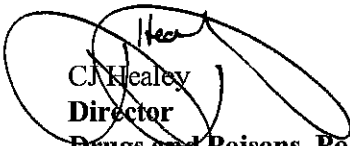
The previous approval number was **EH-ATH-3823** and had been signed by the delegate on 9 July 2008. This approval is now invalid and has been replaced by the issuing of the new approval number **EH-ATH-3908**. The new approval contains information on page 3 advising of this replacement.

Please find enclosed the requested approval. Please note the final condition which limits the life of the approval to 5 years. It is current until 15 October 2013.

Queensland Health have advised the Association of Independent Schools of Queensland and the Queensland Catholic Education Commission of these changes.

Should officers of your Department require further information, Andrew Hawkins, Principal Environmental Health Officer, can be contacted on telephone (07) 3234 0349.

Yours sincerely



C.J. Healey  
**Director**  
**Drugs and Poisons, Policy and Regulation Unit**  
23/10/2008

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ORIGINAL



**Queensland  
Government**

Queensland Health

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**HEALTH (DRUGS AND POISONS) REGULATION 1996**

**APPROVAL UNDER SECTION 18(1)**

I, Gerard Ramsay NEVILLE, delegate of the Chief Executive, Queensland Health, do hereby approve, in relation to a state school or a non-state school which provides primary or secondary education in Queensland, the persons, or class of persons, listed in Column A to perform the functions listed in Column B for the scheduled drugs or poisons listed in Column C.

<b>Column A</b>	<b>Column B</b>	<b>Column C</b>
<b>Persons or class of persons</b>	<b>Function</b>	<b>Scheduled Drug or Poison</b>
Principal	Obtain and administer	Schedule 3 Adrenaline when packaged as an auto-injector
Persons delegated by the principal	Administer	Schedule 3 Adrenaline when packaged as an auto-injector

subject to the following conditions:-

1. The obtaining and administration is for the purpose of providing emergency medication to students and staff for the treatment of anaphylaxis.
2. The scheduled drugs or poisons are obtained from a pharmacist or licensed wholesaler of drugs or poisons on the signed written order of the principal.
3. The scheduled drugs or poisons are stored in the school's first aid kit and access to them is restricted to the principal or delegated persons. The scheduled drugs or poisons must be stored in accordance with any directions by the manufacturer regarding temperature control.
4. These scheduled drugs or poisons must only be administered by staff in accordance with a protocol developed or adopted by the school in relation to the emergency administration of such scheduled drugs or poisons. The protocol must include:

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- Information about the appropriate training that is to be provided concerning the emergency administration of the scheduled drug or poison. Such training must, as a minimum, provide for the ability of the approval holder to have specific learning outcomes in the following:

**Recognition of the symptoms and signs of anaphylaxis**

- Basic knowledge of anaphylaxis
- Recognition of common symptoms and signs of anaphylaxis

**Knowledge of appropriate use of medication**

- Knowledge of what the appropriate medication is for emergency treatment of anaphylaxis
- Knowledge of how to use adrenaline when packaged for use in an auto-injector

**Ability to implement an anaphylaxis plan**

- Knowledge of an anaphylaxis plan (including to call an ambulance/further medical assistance)

5. Records must be kept under the protocol developed by the school in relation to the emergency administration of the scheduled drugs or poisons. These records must, as a minimum, include:
- The name of the child or staff to whom the scheduled drug or poison was administered;
  - The name of the person who administered the dose;
  - The date of administration;
  - The time of administration;
  - The dose administered.

Such records must be retained for a minimum of two years.

6. The duration of this approval is from the date of signature below for a period of five (5) years, unless sooner suspended, cancelled, replaced or surrendered, whichever occurs first.

Given under my hand at Brisbane this

15<sup>th</sup>

day of October 2008.



**Dr GR Neville**  
**Delegate of the Chief Executive**  
**Queensland Health**

Approval number: EH-ATH-3908

## General Information relating to this approval

- **This approval has replaced the previous approval number: EH-ATH-3823 issued on 9<sup>th</sup> July 2008.**

- This approval allows the listed scheduled drugs and poisons to be obtained by the approval holder for the school to keep a stock of such drugs and poisons for emergency administration when required.
- It does not relate to any such scheduled drug or poison that a parent or guardian has supplied to a school that has been obtained on either a prescription or from a pharmacy for individual use by the child/student of that parent or guardian. The ability for the administration of these scheduled drugs and poisons are provided for under the relevant sections of the *Health (Drugs and Poisons) Regulation 1996*, including those that relate to carers, namely sections 74, 183 and 270.

- The approval holder should be aware that this approval makes the person an endorsed person under the provisions of the *Health (Drugs and Poisons) Regulation 1996*. As such, endorsed persons may have other legal obligations under that legislation that need to be complied with. The approval holder should therefore familiarise themselves with their relevant obligations under the HDPR. If they require any clarification of these obligations they can contact their relevant Environmental Health Service through out the state. These contacts are available from the following web addresses.

Population Health Services - Central Area Health Service  
[www.health.qld.gov.au/ph/central/](http://www.health.qld.gov.au/ph/central/)

Tropical Population Health Network  
[www.health.qld.gov.au/ph/tropical/](http://www.health.qld.gov.au/ph/tropical/)

Southern Area Population Health Services  
[www.health.qld.gov.au/ph/southern/](http://www.health.qld.gov.au/ph/southern/)

- Please note that no expiry reminder advice will be issued in relation to this approval. Should you wish this approval to be reissued then a fresh application should be made approximately one month prior to expiry.

## NOTICE

### *Health (Drugs and Poisons) Regulation 1996*

#### Section 18(3)

Notice is given to the principal or delegated persons of a state or non-state school which provides primary or secondary education in Queensland that, the conditions included on approval No. EH-ATH-3908 have been imposed for the reasons stated below.

#### REASONS:

- Condition 1:* Limits the obtaining and administration of the scheduled drugs and poisons to a specific purpose.
- Condition 2:* Ensures that the scheduled drugs or poisons are obtained in a manner consistent with the provisions of the *Health (Drugs and Poisons) Regulation 1996*.
- Condition 3:* Restricts the access of the scheduled drugs and poisons to approved persons only.
- Condition 4:* Ensures safe, correct and appropriate use of the scheduled drugs or poisons.
- Condition 5:* Ensures accountability in relation to the administration of the scheduled drugs and poisons.
- Condition 6:* Limits the life of the approval and restricts the approval holder to administering and using the scheduled drugs or poisons on the current approval only.

You may appeal against the imposition of these conditions within 28 days to a Magistrates Court.