

Decision making for Carers

A GUIDE TO WHEN YOU HAVE THE AUTHORITY TO MAKE DECISIONS

Territory Families partners with Carers to create stable, safe and secure environments that are supportive and enriching for all children in the care of the Chief Executive Officer (CEO). This involves children routinely participating in activities, interacting socially with other children and engaging with their family, community, culture and language. As the person providing day to day care for a child in the care of the CEO, you are able to make decisions for routine activities and services.

It is important that you are provided with a copy of the child's *My Care Plan* so that you will have a clear understanding of the child's regular activities, contact arrangements with family and friends, cultural needs and considerations, and medical and dental needs.

It is also important to refer to the checklist below and familiarise yourself with the responsibilities related to decisions that you can make, and the occasions when the decision must be made by Territory Families.

Territory Families makes the decision in circumstances that relate to high risk activities, family and cultural considerations or when there are potential long-term consequences of the decision.

Decisions requiring financial approval

Please be aware that any activity or service requiring financial contribution from Territory Families should be discussed with the child's Case Manager prior to you making a decision. All Financial contributions from Territory Families must be pre-approved by the Financial Delegate which may take some time depending on the circumstances.

Urgent decisions

If a decision needs to be made by Territory Families you should contact the Case Manager or their Team Leader if the Case Manager is not available.

If you are unable to contact the Case Manager or their Team Leader, or if it is outside normal business hours (including holidays and weekends), you should contact Central Intake on 1800 700 250.

Sharing information with Territory Families

In order to keep the child's *My Care Plan* relevant and up to date, it is important that you keep the Case Manager informed about the activities and services in which the child is involved. You are also encouraged to keep your own records for future reference.

Decision making guide

The table on the following pages outlines the types of decisions that you can make, and the types of decisions that need to be made by the Case Manager. This list is not exhaustive.

Do not hesitate to seek guidance from the child's Case Manager if you are unsure about making a decision in any particular circumstance.

Decision Making <i>When you make a decision you must inform the Case Manager by email or phone about the activity or service as soon as possible so that it can be included with the child's information that we keep on file.</i>	You	Case Manager
Dental Care		
Routine dental check-ups	✓	
Routine dental treatment which may include local anaesthetic (e.g. fillings)	✓	
Tooth extraction, caps and crowns		✓
Diagnostic procedures required for orthodontic assessment	✓	
Orthodontic treatment (e.g. braces)		✓
Dental treatment when a general anaesthetic is required		✓
Medical Care		
Administration of routine over the counter medicines following the dosage directions (e.g. cough syrup, paracetamol)	✓	
Administration of routine prescribed medications as directed by the medical practitioner (e.g. antibiotics)	✓	

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Hearing and eye tests	✓	
Medical treatment for a common illness (e.g. cold, diarrhoea, vomiting, stomach ache)	✓	
Medical treatment when a general anaesthetic is not required (e.g. minor injury such as a sprain or cut requiring stitches)	✓	
Regular medical check-ups or treatment for established medical conditions (e.g. asthma, heart condition)	✓	
Sexual health (e.g. sexual health education)	✓	
Permission for carer to administer prescription medications that have serious side effects (e.g. psychotropic medication – stimulants such as Ritalin for ADHD, or any form of antidepressant).		✓
Immunisations		✓
Surgical procedures that require general anaesthesia (given the possible risk of side effects and complications of general anaesthesia, decision is made by the Case Manager)		✓
Personal appearance		
Haircuts as detailed in the child's <i>My Care Plan</i> (cultural practices must be recognised)	✓	
Piercing ears and other piercing (e.g. lip, nose, tongue, belly button)		✓

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Tattooing - not permitted. Health guidelines advise that a person under 18 should not be tattooed.	X	X
Family Contact		
Family contact as per child's <i>My Care Plan</i> (e.g. contact with parents, siblings, extended family or significant others)	✓	
Child Care and Schooling		
Child Care provided by a Registered Child Care provider (Territory Families will assist you to apply for the Child Care Subsidy and Additional Child Care Subsidy. Application to receive the Commonwealth subsidies will be required before regular child care is approved).		✓
Day excursions and activities that are low risk (e.g. visiting a museum or wildlife park, bowling, school swim events, participating in science shows, indoor rock climbing)	✓	
Participation in curriculum related activities (e.g. drama, after school sports, music, choir)	✓	
Participation in school awards and ceremonies (advise the school that the child must not be identified as being in care)	✓	
School photos or newsletters (advise the school that the child must not be identified as being in care)	✓	
Participating in school camps or excursions within the Northern Territory (unless a financial contribution from Territory Families is required)	✓	
Participating in school camps or trips interstate or overseas (in all cases)		✓
School enrolment		✓
Change of school		✓

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Attend a private school		✓
Leave school		✓
Vocational Education and Training as detailed in the child's <i>My Care Plan</i>	✓	
Employment		
Part time employment (child must be an appropriate age for the work concerned and it must not interfere with schooling)	✓	
Recreation		
Low Risk Social activities (e.g. attend a party at a friend's house <u>if there is appropriate adult supervision</u> , or join a social club)	✓	
Allowing the child to go on an outing with a friend and their family	✓	
Cultural activities as detailed in the child's <i>My Care Plan</i>	✓	
Visiting friends after school or on the weekend	✓	
Outings and travel within the Northern Territory, with you and your family, for up to four nights (e.g. camping) <u>Inform the Case Manager of your plans before you travel by phone or email if it includes an overnight stay of any length</u>	✓	
Overnight stay at a friend's house (up to two nights in a row)	✓	

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Child participating in high risk activities (e.g. sky diving, quad bike or motor bike riding, paragliding)		✓
Sport		
After school sports (e.g. football, basketball, soccer, swimming)	✓	
Registering the child with a sports club, participation in team sports	✓	
Legal		
Passport application		✓
Learners permit / Driver Licence	✓	
Travel		
Trips with the Carer by car anywhere within the Northern Territory (up to four nights) <u>Provide travel details to the Case Manager before the travel commences</u>	✓	
Interstate trips		✓
Overseas trips		✓

Authorised by:

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