Justice Health and
Forensic Mental Health Network

Justice Health NSW Policy

Child Residents (In Adult Correctional Centres) – Clinical Responsibilities

Issue Date: 05 December 2024

Together for
Healthier Tomorrows

Child Residents (In Adult Correctional Centres) – Clinical Responsibilities

Policy Number 1.070

Policy Function Continuum of Care

Issue Date 05 December 2024

Next Review Date 05 December 2029

Risk Rating Low

Summary This policy outlines the responsibilities for Justice Health and Forensic Mental Health (Justice Health NSW) staff in the provision of first aid and mandatory reporting for child residents in New South Wales correctional centres.

Responsible Officer General Manager, Primary Care

Applies to

☐ Administration Centres
☐ Community Sites and programs
☒ Health Centres - Adult Correctional Centres or Police Cells
☐ Health Centres - Youth Justice Centres
☐ Long Bay Hospital
☐ Forensic Hospital

CM Reference POLJH/1070

Change summary

- Update branding
- Minor update to terminology

Authorised by Chair, Policy Steering Committee

Revision History

#	Issue Date	Number and Name	Change Summary
8	December 2024	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Update branding • Minor update to terminology
7	August 2021	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Updated hyperlinks • Wording and grammar changes • Addition of the Networks responsibilities – Child Protection Training

6	January 2018	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Updated position titles • Updated hyperlinks to internal and external documents • Wording and grammar changes • Addition of JH&FMHN Responsibilities – Child Protection training
5	March 2014	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Updated naming conventions of key stakeholders • Updated legislation and related documents
4	November 2010	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Clarified requirements around the documentation of emergency responses involving child residents • Updated reporting requirements for children at risk of harm in accordance with updated legislation
3	October 2006	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Minor updates
2	May 2005	1.070 Child Residents (In Adult Correctional Centres) – Clinical Responsibilities	• Review due to change in Departmental Name and changes in policy content • Title change
1	September 2000	1.070 Child Residents – Clinical Responsibilities	• New policy

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Printed copies of this document, or parts thereof, must not be relied on as a current reference document.

Always refer to the electronic copy for the latest version.

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1. Preface

This policy outlines the responsibilities for Justice Health NSW staff in relation to child residents in NSW correction centres. This policy will ensure compliance with the Justice Health NSW Procedure 9.042 *First Aid* and PD2013_007 *Child Wellbeing and Child Protection Policies and Procedures for NSW Health* requirements for reporting knowledge of significant risk or harm to the Community Services or to the NSW Health Child Wellbeing Unit.

Under Model of care of Jacaranda Cottage Corrective Services NSW (CSNSW) policy allows children under 6 years of age to reside full-time with their legal guardian in custody. They also allow occasional residence of children up to the age of 12 years. Justice Health NSW is not responsible for the provision of health care services to child residents except in emergency situations as it pertains to the Justice Health NSW Procedure 9.042 *First Aid*.

Child residents retain full Medicare and social security benefits and access to community health services. Local Health Districts (LHDs) and private medical practitioners provide health care services to resident children.

The child's guardian will organise medical attention for the child resident in consultation with CSNSW. CSNSW staff are then responsible for facilitating the child's access to community health providers. This includes provision of equipment, co-ordinated immunisation, and family support programs.

This policy applies to Justice Health NSW staff working in correctional centres with child residents.

2. Policy Content

2.1 Mandatory Requirements

In the case of a medical emergency, Justice Health NSW staff must respond to child residents as they would to similar emergencies arising with any person on CSNSW premises according to Procedure 9.042 *First Aid*.

In emergencies, the Justice Health NSW staff may be called upon to provide the following:

- Assessment of the nature and urgency of the situation.
- Administration of urgent first aid and completion of an Emergency Response Form

Facilitation of the referral of the child to the appropriate local Accident and Emergency department, by ambulance if necessary.

Facilitation of the referral of a child to an Aboriginal Health Service in the community where appropriate

2.2 Roles & Responsibilities

2.2.1 Chief Executive

- Must provide managers with the resources to support compliance with this policy and its associated procedures.

2.2.2 General Managers

Must review all reported incidents of non-compliance with this policy.

2.2.3 Managers

- Must ensure compliance with this policy and all its associated procedures.
- Must bring this policy and its associated procedures to the attention of all Justice Health NSW staff.

2.2.4 Justice Health NSW Staff

- Must comply with this policy and all its associated procedures.

3. Procedure Content

3.1 Justice Health NSW Responsibility – First Aid

Justice Health NSW staff must provide first aid assistance to child residents in incidences of medical emergencies and facilitate access to the local Accident and Emergency department, via ambulance, if required. If ambulance transport is not required, it is the responsibility of CSNSW to facilitate the child's access to community health providers.

In non-urgent situations, Justice Health NSW staff should advise the child's guardian to consult the appropriate community health resource (including general practitioner, health centre, hospital) and CSNSW. The health care providers are responsible for providing all health care needs and equipment.

During the provision of first aid to children, explanation of the procedure should be provided to the parent, and the child should remain within view of the parent where possible. Transgenerational trauma in relation to the forcible removal of children should be considered for Aboriginal and Torres Strait islander parents and children.

Emergency medication must not be administered to children without the authority of a medical practitioner (excluding medication already prescribed). Justice Health NSW **standing orders and Nurse Initiated Medications do not apply for child residents**.

Documentation of the emergency response must be undertaken on an Emergency Response Form JUS060.009. A copy of the Emergency Response Form must be made available to the external health provider via Corrective Services NSW (CSNSW) or the parent/guardian. A copy of the Emergency Response Form must be filed in the front of the health record of the child resident's guardian. An entry must be made in the electronic health record of the guardian about the incident relating to the child, documenting that the Emergency Response Form has been filed in the health record.

The Nursing Unit Manager (NUM) must advise the Health Information and Record Service (HIRS) that an incident related to a child resident has been documented in a patient's electronic medical record and, this will be recorded in the Patient Administration System (PAS) by the attending clinician for Medico-Legal purposes. If an injury occurs within a Health Centre, the incident must be logged on the Incident Management System (IMS+) which should refer to the documentation of the incident in the child resident's guardian's health record. If a communicable disease is suspected or confirmed, the child should be immediately isolated, and Justice Health NSW clinical staff must promptly notify the Clinical Nurse Consultant Infection Prevention and Communicable Disease (CNC IP&CD) during business hours or the After-Hours Nurse Manager on [redacted].

When a Justice Health NSW staff member is informed of a child's communicable disease, the Justice Health NSW Infection Prevention and Communicable Resource in Procedure 9.041 *Infection Prevention and Control* must be followed.

Staff who work in centres where children reside must have a valid Working with Children background check (WWCC). Refer to the Justice Health NSW's Policy 5.015 *Child Protection* for further information. This requirement must be included in relevant position descriptions. The People and Culture directorate maintains a central register of staff with Working with Children checks and advises Managers when due dates are pending.

3.2 Justice Health NSW Responsibility – Child Protection Training

The Justice Health NSW is required to provide child protection training to all staff working directly with children or with adults who have children in their care. Refer to Policy 5.015 *Child Protection*.

3.3 Justice Health NSW Responsibility – Reporting Child Abuse

As per the Children and Young Persons (Care & Protection) Act 1998, Justice Health NSW staff are responsible for meeting the requirements for mandatory reporting of children and young people who may be at risk. Any Justice Health NSW staff member who becomes aware of a child resident at risk must report as per Policy 5.015 *Child Protection* for details on the reporting of suspected cases of child abuse.

4. Definitions

Must

Indicates a mandatory action to be complied with.

Should

Indicates a recommended action to be complied with unless there are sound reasons for taking a different course of action.

5. Related Documents

Legislations	*Children and Young Persons (Care and Protection) Act 1998 No 157*
Justice Health NSW Policies, Guidelines and Procedures	1.252 *Access to Local Public Health Services* 5.015 *Child Protection* 9.041 *Infection Prevention and Control* 9.042 *First Aid*
Justice Health NSW Forms	JUS060.009

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NSW Health Policy Directives and Guidelines	PD2013_007 *Child Wellbeing and Child Protection Policies and Procedures for NSW Health*
Other documents and resources	

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