

Summary

As an NDIS provider, Life Without Barriers (LWB) must comply with the NDIS Practice Standards and Quality Indicators to ensure we deliver high-quality and safe High-Intensity Daily Personal Activities (HIDPA) support. In addition, trainers should use the [High Intensity Support Skills Descriptors](#) to ensure the training they offer equips LWB staff with the skills and knowledge expected to provide high-intensity supports

To support this, we have developed this document to guide Appropriately Qualified Health Practitioners (AQHP) in the training requirements regarding the provision of emergency epilepsy medication.

When training LWB staff, emergency seizure medication administration, please include ALL the essential elements relevant to the person's protocol/plan and support task.

You will be asked to complete an endorsement following training to confirm the following:

- you have accessed the NDIS LWB 5679 Emergency Seizure Medication Administration - Training Essentials (this document)
- you have accessed the relevant LWB HIDPA Support Procedure
- names of staff member/s you trained in the person's protocol/plan and support task.
- that the staff member/s were assessed as competent and effectively demonstrated skills, knowledge and understanding associated with the protocol, or whether further training is required.

If you have any additional questions regarding the training and requirements of our staff, please contact our Professional Learning Team at LearningDMH@lwb.org.au.

Thank you for working in partnership with Life Without Barriers (LWB) to maintain the safety and well-being of the people we support and assist us in complying with the [NDIS Practice Standards and Quality Indicators](#) related to the provision of emergency seizure medication administration

(This section is to be completed by Frontline Leader before sending it to AQHP)

Essential Training Element	Training Outcome LWB staff members will practically demonstrate:
Understands the purpose of and complications associated with the procedures	An understanding of when emergency epilepsy medication is to be used
	An understanding of monitoring requirements
	An understanding of complications associated with the medication.
Emergency Response	An understanding of when to contact emergency services
Administer emergency epilepsy medication as per the person's protocol.	How to check the person's epilepsy management plan and PRN medication protocol
	Reading the practitioner's instructions
	How to gather the required equipment and prepare the area
	How to check the medication expiry date
	How to correctly prepare medication
	Positioning the person in the correct position for administration
	Administering medication using the right route i.e., buccal, nasal, sublingual, Mucosal Atomisation Device
	Monitoring the person after administration for effect after administration i.e. breathing, skin colour, drowsiness, nausea or vomiting, confusion, disorientation, altered mood, headaches or weakness, irritation in nostrils
	Noting when the seizure stops
	Placing the person in the recovery position

Essential Training Element	Training Outcome LWB staff members will practically demonstrate:
	Staying with the person until they are fully recovered, or an ambulance arrives
Shows respect for the individual and works with them to make the process comfortable	How to ensure their support practice respects the person throughout the process.
	How to explain to the person each step they take
	Actively involving the person in their support, as outlined in their plan.
	Assisting the person into the correct position for the procedure and reassuring them throughout the process.
Health, Safety and Environment	Appropriate hygiene and infection control procedures. For example, they wash their hands and put on appropriate PPE before commencing activities.
	Cleaning and disposing of all equipment and waste appropriately
	Appropriate and accurate documentation, following the administration of emergency medication.
	Correctly stores unused medication
	Repacking emergency bags i.e. medication, syringes, devices, gloves