



Template for reporting an allergic reaction

The following data should be collected by children's education and care services for all allergic reactions (where there is a risk of anaphylaxis):

Child's name and date of birth.

Date and time of the allergic reaction.

Does the child have an ASCIA Action Plan for Anaphylaxis or ASCIA Action Plan for Allergic Reactions?

Yes

No

Where was the child when the allergic reaction occurred?

What caused the allergic reaction? Was the child exposed to a known allergen and how did the exposure occur?

If no known allergies, what was the suspected cause of the allergic reaction?

Name and position (for example, educator, administrator) of the staff member who provided first aid.

Signs and symptoms observed.

Was the child's ASCIA Action Plan followed?

Yes

No

Where was the child treated?

How was the child positioned during the allergic reaction (sitting with legs outstretched or lying down)?

Was a prescribed adrenaline injector device used? If not, why (for example expired, misfired, not as close to hand as a general use device)?

Was a general use adrenaline injector device used?

Yes

No

If so, why (for example first anaphylaxis, second dose)?

How long after observing anaphylaxis symptoms was the adrenaline injector administered?

What medications were given, including additional doses of adrenaline? When were they given?

Was an ambulance called?

Yes

No

Was the child stretchered to the ambulance?

Yes

No

Was the child transported to hospital?

Yes

No

Was the parent/emergency contact called?

Yes

No

Any additional information that may be relevant to the incident.

Allergic reactions to packaged foods or food provided by a food service provider after the allergy has been declared, should be reported to the local health department.

