External Allied Health Service Providers

Protocol

DIVISION: Primary and Secondary Allied Health

LAST REVIEWED: April 2016

DUE TO BE REVIEWED: April 2016
1. PURPOSE

The purpose of this document is to:

- Define the requirements of external allied health therapists providing therapy to Sunshine Special Developmental School students onsite
- Ensure that communication channels are established between therapists employed by the education department and private therapists to achieve continuity of care for Sunshine Special Developmental School students

2. MANDATORY REQUIREMENTS

2.1 External Allied Health Providers

Allied Health Therapists providing services to student’s onsite must adhere to the following guidelines:

- Attempt to make contact with relevant Allied Health Therapists working at Sunshine Special Developmental School prior to visiting and providing services to a Sunshine Special Developmental School student onsite
- Be willing to liaise with Allied Health Therapists working at Sunshine Special Developmental School to ensure the continuity of care for all students
- Ensure session details including requests for meetings with teachers are clearly provided to teaching staff prior to visiting the student onsite

2.2 Teaching staff

Teaching staff must adhere to the following guidelines in relation to external allied health services providers working with Sunshine Special Developmental School student’s onsite:

- Refer external service providers to External Allied Health Service Providers Protocol
- Provide details of relevant school based therapist to external service provider (ie. email, phone)

2.3 Sunshine Special Developmental School Allied Health Therapists

Allied health therapists employed by the department of education and working for Sunshine Special Developmental School must adhere to the following guidelines:

- Document all contact with external allied health service providers in adherence with the Documentation and Folder Management Process
- Engage with external allied health service providers to ensure continue of care for Sunshine Special Developmental School students
3. RELATED DOCUMENTS/RESOURCES
   - Department of Education and Early Childhood Development: Legal Division: Information Sheet
     – Private therapists in schools