

Health/medication reporting on CHARMS

Reporting by the ISP Centre

Children's ongoing health problems and regular medication should be recorded in:

Personal details (health)

1. Details should be detailed in the "notes" box alongside.
2. Regular, prescribed medication should be listed in the 'regular medication' category.
3. The records should always reflect the current situation for the child and need to be regularly updated to ensure accurate details. Foster parents can view the information on the child's CHARMS record and advise the centre when things need to be changed. Alternatively, you can tick the box to give them the ability to edit notes.
4. Use the CHARMS report (**List of current children with selected personal details**) to view results for individual/all children – or for specific health conditions (for OFSTED reporting).

This section will be used for reporting regular, prescribed medication.

Foster parents will confirm that they gave individual doses of the medication in their daily carer log.

Medication recording by foster parents

The screenshot displays the CHARMS system interface for a child named Estelle Test. The interface is divided into four main sections: Profile, Placement, Carer Log, and Progress. The Profile section shows a photo of Estelle Test, her DOB (09/11/2011), and her age (14 Months: 9). The Placement section shows her start date (24/10/2016), type (Standard - Short Term), and number of days (3578). The Carer Log section shows her last update (30/07/2026, 12 days) and an incomplete count of 87. The Progress section shows a message: "You have no progress to sign/verify." Below the Progress section, there is a dropdown menu with options: "Significant Event" and "Progress". The "Significant Event" option is highlighted with a red circle. At the bottom of the interface, there is a section for "Potential Links" which shows "Your search returned 0 results".

Foster parents should record all other medication given by selecting the "Progress" green tab and within 'significant event', choosing either:

Monitoring Event – Prescribed Medication or

Monitoring Event – Non-prescribed medication

- Choose 'non-prescribed medication' for any medication given at home, e.g. paracetamol. Answer any questions that are in the 'notes' box. Record all doses given in the 'notes' box. Enter an end-date when the medication stops.
- Choose 'prescribed medication' for anything that has been prescribed by the GP. Answer any questions that are in the 'notes' box to give details of the medication, the reason for its use and how long it is to be taken for (if known). When medication is no longer required, go back to the record and enter an 'end date'.

There is no need to record each dose given in the 'notes' box, you can do this in your daily log.

- The notes box should be used for details of the condition being treated, and doses given (for non-prescribed medication). The notes box can be edited as subsequent doses of medication are given for the same illness rather than making multiple entries. You can do this by looking up the entry in the child's "progress" area and clicking the arrow:

[Main Details](#)
[Progress](#)
[Personal Details](#)
[Carer Log](#)
[Carer Log Graph](#)
[Outcomes Graph](#)
[Photo Gallery](#)
[Videos](#)

Keywords:
 From Date: To Date:
☒ All
☐ Shared with me
☐ Added by me
☐ To be verified/signed

ID ^	Action	Date	Notes
→ 3294187	ME09 Monitoring Event - prescribed medication	27/07/2026	1. Name of medication 2. Reason for medicat...
→ 3294186	LA/Trust SW Visit	27/07/2026	
→ 3294184	Cancelled Contact	27/07/2026	Mum did
→ 3294183	Contact	27/07/2026	Contact with Mum in family Centre
→ 3291431	ME09 Monitoring Event - prescribed medication	24/07/2026	1. Name of medication 2. Reason for medicat...
→ 3291430	ME09 Monitoring Event - prescribed medication	24/07/2026	1. Name of medicationfggfgf 2. Reason for me...
→ 3291428	ME10 Monitoring Event - Non-prescribed medication	24/07/2026	1. Name of medication 2. Reason for medicat...

- If a health problem becomes long-term then it should be recorded by Centre in “Personal Details” and ongoing medication noted in the ‘regular medication’ category.
- Foster parents should keep a record of when they gave doses of regular prescribed medication in the daily carer log. If there are multiple daily medications, then the weekly medication log can be used. Your centre can give you a copy of this or you can find it in CHARMS files (#8537).
- Health appointments should be logged in progress (e.g. GP appointment). See screen shots below.
- Vaccinations should be logged in progress (immunisations) See screen shots below.
- Centres can use the Charms report ‘**Monitoring and notifiable events between dates – extended information**’ to collate information about medication given to children and young people.



Estelle Test
 DOB: 09/11/2011
 Age: 14 Months: 9
[Upload new profile photo](#)
[Edit Photo](#)

Placement

Start: 24/10/2016
 Type: Standard - Short Term
 Number Of days: 3578 [Contacts](#)

[Go To Record](#)

Carer Log

Last: 30/07/2026 (12 days)

[Incomplete: 87](#)

[Add New](#)

Progress

☒ You have no progress to sign/verify.

[+ Progress](#)

Action: Select

Time: --:--

Date: dd/mm/yyyy

Notes:

Styles

Immunisation

Appointment GP

Upload Files

Words: 0, Characters: 0

Close Save

Injury/accident/illness recording by foster carers

Foster parents can record illnesses, accidents and injuries within the “significant event” tab:

ME08 Monitoring event – Accidents, injuries and illnesses

1. Foster parents will need to notify ISP Centre of the event:
 - a. If the incident involved the police, or the child was seen by a health professional, notify ISP by telephone ASAP.
 - b. For more minor incidents, notify your SSW same day/next working day.
2. The medication monitoring event should be used to record any medication/medical treatment given because of the illness/injury.

Health appointment recording by foster carers

Foster parents can record health appointments as progress items:

Appointment – GP
Appointment – dentist
Appointment – optician
Appointment health – other
Appointment – therapy/CAMHS
Health assessment/medical (only for LAC Health assessment)
Health visitor visits
Immunisation
Midwife appointments/visits

1. Please record all health appointments
2. Please give details of reason for appointment and the outcome, including any medication prescribed.

 Estelle Test DOB: 09/11/2011 Age: 14 Months: 9 Upload new profile photo Edit Photo	Placement Start: 24/10/2016 Type: Standard - Short Term Number Of days: 3578 Contacts Go To Record	Carer Log Last: 30/07/2026 (12 days) Incomplete: 87 Add New	Progress ☒ You have no progress to sign/verify. + Progress -
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