

Medication feature setup

We have recently updated our medication feature to be more accessible on the Kinderloop Plus app for both educators and families.

Here is how you can get started with the medication feature, login via the web www.Kinderloop.com as an admin user.

1. Switch on the feature

Go to settings > options and turn the medication feature ON, then click save.

2. Inform your families and receive a request

- Attach the parent help sheet to a post to inform families that you are now using the medication feature;
- When a child's linked family member sends a medication request, you will receive a notification in your Kinderloop.

3. Acknowledge the requests

Acknowledge the 'notification' sent to you by clicking on the 'view medication request' pop up. *You can also see these requests by going into your settings > medication.*

4. Manage your requests

Once the medication request has been acknowledged, it will wait in the 'medication' area (found in your settings)

The medication landing page gives admin an overview of any pending, actionable or ongoing medication requests. Here you can also view historical medication requests (handy for record-keeping).

Pending Requests – are requests sent by linked primary family members that are yet to be acknowledged by an admin

Medications Today – are medications that are due to be administered today. Admins can select the 'action now' button to administer the medication

Ongoing – are requests for administering ongoing medication

Reminder alert!! Admins will receive a pop-up' when a medication is due. Once the medication is administered, the pre-filled request can be finalised. Kinderloop then sends a notification to linked families* giving them peace of mind that their child has received their medication.

Final Step - a linked family member acknowledges and confirms that their child has received medication. This record is then stored securely in your Kinderloop & can be accessed if and when it is required.

*If families have opted in to receive real-time medication notifications