

## MEDICATION GUIDELINES and AUTHORIZATION FORM

### MEDICATION GIVEN TO STUDENTS AT SCHOOL

Medications will be given during school hours when absolutely necessary. We encourage dosage schedules which allow medicine to be taken before and after school. When this is not possible, Health Services personnel will follow the guidelines stated below when administering medication to your child at school. If your child will need special assistance or additional monitoring to take their medication at school, please contact the Health Services staff to discuss this with them.

On occasion, someone other than health room personnel may dispense medication to your child, i.e., during field trips lunch periods, etc.

### MEDICATION GUIDELINES

1. The Medication Authorization Form must be completed and signed by the parent/guardian for all medications given at school. **No expired medications will be dispensed.**
2. All Prescription medication must have the label attached by the pharmacist/physician. This includes any inhaler carried at school. The label must be affixed to the inhaler or the inhaler must be carried in a box with the prescription attached.
3. All non-prescription "over the counter" medication should be sent in the original container.
  - The child's name should be on the medication container.
  - **Only the instruction listed on the medication container will be followed unless a physician requests (in writing) different instructions for administering the medication.**
4. Any **change** in the time or dosage of medications must be accompanied by a written request from the physician.
5. It is recommended that only enough medicine for one (1) week or less be brought to school for "as needed" prescription medications. Up to a thirty (30) day supply will be accepted for scheduled daily medications.
6. Health Services personnel will work with parents, teachers and student to encourage student responsibility to come to health office for assistance in taking medication.
7. If a student is under a physician's care and is able to self-administer medicine for asthma or anaphylaxis the student's parent or guardian should contact Health Services personnel regarding an appropriate Health Service Plan.
8. It is recommended that medications NOT be sent with children on the bus. Parents/guardians should bring medication to the health office at school, and then pick up unused medication when the illness is concluded.
9. The Park Hill School District does not provide any medication for students. This includes aspirin, Tylenol, cough drops, decongestants, or antacids.

Student's name \_\_\_\_\_ Name of medication \_\_\_\_\_

Dosage \_\_\_\_\_ Time to be given at school \_\_\_\_\_

Diagnosis or condition which requires this medication \_\_\_\_\_

Special Instructions \_\_\_\_\_

***I have read and understood the medication guidelines.***

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_