

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. On occasion, someone other than the school nurse may dispense medication to your child (i.e., during field trips lunch periods, etc.). These personnel will be trained and guided by a nurse.

Middle School/High School students may carry one dose of prescription or over-the-counter medication on their person with parent/guardian permission and be responsible for taking that dose. Parents are encouraged to notify Health Services personnel when their student is carrying medication. All medication (prescription or over-the-counter) must be in the original container.

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 the student, parents, and teacher to encourage student responsibility to come regularly to the health office for medication.
7. The Park Hill School District does not provide any medication for students. This includes medications such as aspirin, Tylenol, cough drops, decongestants, sunscreen and antacids.

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| Student 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 above. I also understand I am responsible for arranging for any unused medication to be picked up before the last day of school, or it will be disposed of according to Park Hill policies and procedures.

On the last week of school:

- Please send medication home with my student***
 I prefer to pick medication up myself
 I understand my student's medication is a controlled substance and must be picked up by an adult

Parent/guardian signature: _____

Date: _____