



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

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 instructions 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 prescription 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. If 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 the school nurse to obtain required paperwork and an appropriate Health Plan.
8. **Medications should 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, or at the end of the school year.
9. 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 picking up any unused medication before the end of the school year, or it will be disposed of according to Park Hill policies and procedures.

Parent/guardian signature: _____ Date: _____