

JUNIATA COUNTY SCHOOL DISTRICT MEDICATION AUTHORIZATION FORM

The Juniata County School District has a policy regarding medication to be administered to students (Policy Guide 210—Use of Medications).

For purposes of this policy, "medication" shall include all medicines prescribed by a physician and over-the-counter patent medicines.

Before any medication may be administered to any student or self-administered by student during school hours, the District requires:

- (1) **The written request of the parent/guardian** which gives permission for such administration and relieves the District and its employees of liability for administration of medication.
- (2) **The written order of the prescribing physician** which includes the name of the student, the name and purpose of the medication, the dosage, the time at which or special circumstances under which the medication shall be administered, and the dates for which the medication is prescribed.
- (3) **Medication must be in the original labeled container.** Medication in plastic bags or other non-original containers are not acceptable. This can be accomplished by asking the pharmacist to divide the dosage into two labeled containers (one for school; one for home) when the prescription is filled. If that is not possible, the original container must be brought to school with the necessary amount of medication for school dosage; keep the remainder at home. Medication prescribed by a physician must be adhered to in accordance with the prescription as to dosage, time, etc. Non-prescription medication may be given to your child by school personnel provided you have met the above requirements, omitting the physician's order.
- (4) **Inhalers for asthma:** Students may carry inhalers when needed provided they can administer the inhaler independently. The medication form must still be completed and turned in to the school nurse. The physician's order must state that the student can carry the inhaler.

Below is an authorization form to be used by parents and/or guardians for any form of medication to be administered to their school child. Please comply with the form. The document will be kept on file in the School Nurse's office.

Name of Student _____ Grade _____
(Last) (First) (Middle)

Name of Medication _____

Purpose of Medication _____

Dosage _____

Date(s) To Be Given _____

Time(s) of Day To Be Given _____

Prescribed By _____
Signature of Physician

I hereby give my permission for the medication listed above to be given to my child by the School Nurse/ School Health Assistant, or if necessary, for my child to self-administer the medication while being supervised by qualified school personnel. I relieve the Juniata County School District and its employees of any liability in the administration of this medication.

I hereby give my permission to the School Nurse to share information relevant to the prescribed medication administration as he/she determines appropriate for my son/daughter's health and safety.

I understand I may retrieve the medication from the school at any time; *however, the medication will be destroyed if it is not picked up within one week following termination of the order or one week beyond the close of school.*

Signature of Parent/Guardian

Date

A REMINDER CONCERNING MEDICATION USE IN SCHOOL

Ideally, all medication should be given at home. However, students may be required to take medication during school hours. Students who need to take medication during school hours must comply with school district regulations. These include the guidelines listed on the reverse side of this sheet as well as the following:

- (1) Students are not permitted to bring medication to school (with the exception of inhalers).
- (2) If a student brings medication to school, it will not be administered/self-administered. Parents will be notified.
- (3) The parent/guardian shall be responsible for bringing the medication to school.
- (4) In the event that a parent cannot deliver the medication to school, he/she may, with written permission, designate an adult to do so in his/her place.
- (5) Medication must be brought to school in the original, labeled container. Do not send medications in plastic bags or envelopes. The medication will not be administered/self-administered.
- (6) A "Medication Verification Form" must be signed by the parent/guardian for all medication brought to school.
- (7) In the event the student is no longer taking medication or at the end of the school year, the parent/guardian should collect any unused medication.
- (8) If a parent does not collect the medication within one week following termination of the order or one week beyond the close of school, the medication will be destroyed.
- (9) All medication will be kept in a locked cabinet in the nurse's office. Asthmatic students may carry their inhaler with them, provided the necessary paperwork is on file with the School Nurse.

NO MEDICATION WILL BE GIVEN UNLESS THESE INSTRUCTIONS ARE FOLLOWED.

For more information, please refer to the medication forms available at school or refer to your child's Certified School Nurse.

Thank you for your cooperation with this matter.

Sincerely,

Heather Dreibelbis, RN, BSN, M.Ed.
Certified School Nurse

Loretta Fraker, RN, BSN
Certified School Nurse

Penny Ritzman, RN, BSN
Certified School Nurse