

IMPORTANT PLEASE READ

Dear Parents/Guardians

If medication(s) is required for administration for next school year (08-25-21 to 06-22) please remember to follow these important steps:

- Download the appropriate forms from our website. Parents will be able to download the forms from our website, <https://www.amsacs.org/>, as of June 30, 2020. (Click Parents-Health Office-Medical Forms).
- Orders must be written, and are only active, during the current school year. (Need to be dated after 07-01-21)
- **Physicians have their own office forms for medication orders and actions plans (allergy/asthma/diabetic/seizure action). It is the parents responsibility to request these forms from your child's physician. Please remember we cannot administer medications without those forms.**
- **Physicians must provide medication orders that include the name of the medication, form of medication (tablet/capsule/ liquid/injection), frequency, times of administration, diagnosis for which medication is being ordered and any side effects or specific directions/information for administration.**
- **Physicians must provide any action plans. If your child is having medication ordered for allergies/asthma/ diabetes/seizures, then the Physician must supply an Action plan for that specific medication.**
- No order can be accepted that is dated before 07-01-21. Please have the physician date the orders accordingly.
- Remember **only one medication per order form** Please copy or print additional forms from the website if more forms are needed.
- Please review the AMSACS medication administration policy.
- Bring medications to school **before the first day of school** in original container. You may call the health office **after 08-25-21** to arrange drop off. **No student is allowed to carry any medications to school, even over-the-counter medications.**
- We have included a check list (on the back of this form) for your convenience. **Please print double sided.**

Thank you and have a healthy, happy safe summer ☺

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PARENT MEDICATION CHECK LISTS

Checklist for Required Paperwork for Epinephrine Orders

PHYSICIAN TO PROVIDE

1. _____ Physician's Order Form
2. _____ Allergy Action Plans (If your child's MD does not have an action plan he/she must send a note stating they do not have action plan one and why.
- 3.

Parent to Complete:

1. _____ Parent's Permission for Epinephrine Administration
2. _____ Parent's Permission for Antihistamine Administration (if applicable)
3. _____ Epinephrine Contract to carry if applicable
4. _____ Antihistamine Contract to carry one dose only (if applicable)
5. _____ Allergy History (Only if your child is entering grade 06 or 09, or entering AMSACS for the first time regardless of grade)

Checklist for Required Paperwork for Metered Dose Inhalers

PHYSICIAN TO PROVIDE:

1. _____ Physician's Order Form
2. _____ Asthma Action Plans (If your child's MD does not have an action plan he/she must send a note stating they do not have action plan one and why.

Parent to Complete:

1. _____ Parent's Permission for Metered Dose Inhaler Administration
2. _____ Metered Dose Contract to carry
3. _____ Asthma History (Only if your child is entering grade 06 or 09, or entering AMSACS for the first time regardless of grade)

Checklist for Required Paperwork for Other (prescription/Over the Counter) Medications (Daily/PRN)

PHYSICIAN TO PROVIDE

1. _____ Physician's Order Form
2. _____ Physicians Action plan, if applicable for Diabetic/Seizure Medications Only

Parent to Complete:

1. _____ Parent Consent Form

