

Lee County Schools
Authorization to Give Medication at School

Student's Name: _____ Birth Date: _____ Grade _____

Condition/Illness requiring this medication: _____

List any drug allergies/reactions: _____

Medication administration in schools is discouraged unless medically necessary for the student's health, safety and optimal learning. If medications can be given at home; before or after school hours, please do so. However, if medication administration is absolutely necessary during school hours, the following procedures must be followed:

- The parent/guardian or student (age appropriate) must transport prescription medicines to the health clinic or main office immediately upon arriving to school.
- The first dose of any new medication or new dosage must be given at home where parent/guardian can monitor for potential side effects and adverse reactions.
- A nurse is not always available to assist in the administration of the medication; therefore the student may be assisted by an adult designated by the principal.
- **Do not send medication to school which needs to be given daily or two/three times a day unless the physician specifically states a time during the school day which it is to be given.** An antibiotic which is to be given three times daily can be given before the child leaves for school, when he/she gets home, and at bedtime.
- If a medication is required at lunch daily (ex., medication for ADD), the physician must specifically state time to be given on prescription.
- Prescription medications must be in the original prescription bottle, clearly labeled with the student's name, physician's name and contact information, medication name and strength, amount given per dose, route and time of administration, and dispensing pharmacy. We request that you ask the pharmacist to give you two labeled prescription bottles so that you have one bottle at home and one at school.
- Over-the-counter medications must be in the unopened original container.
- The school staff will have the right to refuse to give medication that is questionable or expired.
- Narcotic and/or other prescription pain medications (e.g. Tylenol with codeine, hydrocodone, etc) will not be administered at school and the student cannot be at school under the influence of such medications.
- The parent/guardian must complete and sign an *Authorization to Give Medication at School* in order for school staff to administer medication. The prescribing physician must also sign the *Authorization to Give Medication at School* if the medication is to be given longer than two weeks.
- The parent/guardian is responsible for notifying the school of any changes in the administration of their student's medications.
- If these procedures are not followed, medication may not be dispensed at school.
- Unused medication will be disposed of unless picked up within one week after the medication is discontinued and/or at the end of the school year.

Name of medication: _____ Daily OR Give As Needed

Dosage: _____ Frequency/Times to be given: _____

Possible Side Effects, if any: _____

Medication for: This School Year _____ Following Dates Only _____

Physician's Name: _____ Phone Number: _____

Physician Signature _____ Date _____

I, this child's parent/guardian, hereby authorize the named Health Care Provider who has attended to my child, to furnish to the School Health Services Coordinator and/or School Clinic Staff any medical information and/or copies of records pertaining to my child's medication and for this information to be shared with pertinent school staff at my child's school. I understand that as of April 14, 2003, under the Health Insurance Portability and Accountability Act ("HIPAA") disclosure of certain medical information is limited. However, I expressly authorize disclosure of information so that my child's medical needs may be served while in attendance in the Lee County Schools. This authorization expires as of the last day of the school year.

Parent/Legal Guardian Signature

Date