

DUQUESNE CITY SCHOOL DISTRICT
REQUEST FOR ADMINISTRATION OF MEDICATION
DURING SCHOOL HOURS

Phone: 412-466-5362 Fax: 412-469-3625

The Duquesne City School District requests that medication be given at home during non-school hours. However, it recognizes that sometimes it is essential for medication to be administered at school. *Any medication to be administered during school hours must include both physician and parent signature.* No "over-the-counter" medication will be given to any student without an order from a physician, along with signatures from the physician and parent. All **PRESCRIPTION** medication must be in a pharmacy labeled container. The label must include the name and phone number of the pharmacy, the pupil's name, the physician's name, the medication, the currently prescribed dose, time of administration and the Rx numbers. All **NONPRESCRIPTION** medication must be in an original container.

All medications shall be brought to the school by the parent and kept in the nurse's office. If this is not possible, the pharmacy-labeled container or original manufacturer's package must be sent to school in a sealed envelope with a note signed by the parent/guardian stating the number of tablets being sent to school.

STUDENT'S NAME
LAST: _____ FIRST: _____ GRADE: _____ AGE: _____

PHYSICIAN'S NAME (please print): _____

PHYSICIAN'S PHONE: _____ FAX: _____

DIAGNOSIS: _____

NAME OF MEDICINE: _____ DOSAGE: _____ ROUTE: _____

IF MEDICATION IS TO BE GIVEN **DAILY**, AT WHAT TIME? _____

IF MEDICATION IS TO BE GIVEN "**WHEN NEEDED**,"
DESCRIBE INDICATIONS: _____

HOW SOON CAN IT BE REPEATED? _____

LIST SIGNIFICANT SIDE EFFECTS: _____

LENGTH OF TIME THIS TREATMENT IS RECOMMENDED? _____

OTHER INFORMATION: _____

PHYSICIAN'S SIGNATURE: _____ DATE: _____

TO BE COMPLETED BY PARENT/GUARDIAN:

I understand fully the directions that have been given to the school by the physician and agree to permit the school to administer this medication to my child. In consideration of the school district's agreement to use good faith efforts to properly administer this medication, the district is hereby relieved from liability for any failure to properly administer the same. I also authorize the school to contact said physician regarding this medication.

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____