



# Authorization for Administration of Over-the Counter Medications at School

This form expires at the end of the current school year (2024-2025).

\_\_\_\_\_  
 Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ School Year \_\_\_\_\_

\_\_\_\_\_  
 Street Address \_\_\_\_\_ Apt. No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_  
 School \_\_\_\_\_ Grade \_\_\_\_\_ Homeroom \_\_\_\_\_

As this student's parent/guardian, I give permission for my child to receive the following over-the-counter medications during school hours or during after-school activities. I agree to provide the medication my child needs in the original labeled container with the protective seal intact.

**(Circle yes or no for each medication listed below. \*Physician to complete dosage and time/frequency)**  
**Over-the-Counter Medication (Parent to Complete)      Circle      Dosage      Time/Frequency (Physician to complete)**

| Over-the-Counter Medication (Parent to Complete)                  | Yes | No | Dosage | Time/Frequency (Physician to complete) |
|---|-----|----|--------|--|
| Acetaminophen (Tylenol) for headache, toothache or minor pain     |     |    |        |  |
| Ibuprofen for headache, toothache, minor pain or menstrual cramps |     |    |        |  |
| Anti-itch cream or lotion   |     |    |        |  |
| Cough drops   |     |    |        |  |
| Tums (antacid)  |     |    |        |  |

Is student allergic to any medications?  No  Yes, allergic to \_\_\_\_\_

Severe reactions that should be reported to the physician: \_\_\_\_\_

**Student's Provider (Physician / Nurse Practitioner / Dentist) \*Complete dosage and frequency above.**

Provider's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provider's Name: \_\_\_\_\_ Emergency Phone \_\_\_\_\_

I give permission to the Cincinnati Health Department school nurse or Cincinnati Public Schools' designee to give my child the above-mentioned medications for comfort measures. I further agree to indemnify or hold harmless the Cincinnati Health Department or Cincinnati Public Schools and its agents from all claims as a result of any and all acts performed under this authority. I will inform the school if there is a change in any of this information.

\_\_\_\_\_  
**Signature** of Parent or Guardian \_\_\_\_\_ **Date** \_\_\_\_\_

**Please Print Name** of Parent or Guardian  
**How can we reach you during school hours?**

\_\_\_\_\_  
 Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Other \_\_\_\_\_



# Authorization or Administration of Prescription Medication Form

## Parent/Provider Request for School Personnel to Give Prescription Medicine

School: \_\_\_\_\_ Grade: \_\_\_\_\_ Homeroom: \_\_\_\_\_ School Fax: \_\_\_\_\_

Cincinnati Board of Education policy, Section 5330, requires consent of the parent, guardian, or eligible student 18 years or older before medication (including prescription medication, inhalers, Epinephrine, etc.) can be given to a student by school personnel. The following information is necessary to comply with this policy. **Please answer all questions and return this completed form to your student's principal or school nurse.**

Student's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

|   |                          |
|---|--------------------------|
| <b>TO BE COMPLETED BY THE STUDENT'S PROVIDER (Physician / Nurse Practitioner / Dentist)</b>   |                          |
| Name of Medication: _____   | Dosage: _____            |
| Time/Frequency: _____   | How Administered: _____  |
| Date to Begin: _____  |                          |
| <b>Permission for this medication is only valid through the end of the current school year unless otherwise noted. EXCEPTION: For emergency medications for asthma, anaphylaxis, seizures or diabetes, this permission can be valid for 3 years. A provider order is required for any changes in this medication.</b> |                          |
| Date to Terminate Emergency Medication: _____ (3 years)   |                          |
| Please attach an emergency action plan with procedures to be followed if emergency medication does not alleviate student's emergency.   |                          |
| <b>For Epinephrine orders only:</b> I have determined that this student is capable of possessing and using this auto injector/epipen appropriately and have provided the student with training in the proper use of the auto-injector.  |                          |
| Severe reactions that should be reported to the physician: _____  |                          |
| Special conditions for storage of drug: _____   |                          |
| Provider's Signature: _____   | Date: _____              |
| Provider's Name: _____  | Emergency Phone #: _____ |

### TO BE COMPLETED BY THE STUDENT'S PARENT OR ELIGIBLE STUDENT

The medicine must be in pill, capsule, liquid, auto-injector or inhaler form, and must be clearly marked from the pharmacist. The label must show the student's name, medication name, dosage directions, doctor, and prescription number.

Pharmacy: \_\_\_\_\_ Phone Number: \_\_\_\_\_

As the parent/guardian of this student (or eligible student), I give permission for the principal or designee to administer the prescribed medication. The undersigned agrees not to file or make any claim for negligence in connection with the administration or non-administration of this medicine(s) and further agrees to hold them harmless from any liability incurred as a result of the administration or non-administration of any medicines. I will inform the school if there is a change in any of this information.

#### Please check the following if applicable:

##### **For Students with Asthma:**

\_\_\_\_\_ As the parent/guardian of this student, or myself, an eligible student, I authorize the student (or myself) to possess and use an asthma inhaler as prescribed, at the school and any activity, event, or program sponsored by or in which the student's school participates.

##### **For Students with EpiPen/Twinject/Auto Injector:**

\_\_\_\_\_ As the parent/guardian of this student, or myself, an eligible student, I authorize the student to possess and use an Epinephrine Auto-Injector, as prescribed, at the school and any activity, event, or program in which the student's school participates. I understand that a school employee will immediately request assistance from an emergency medical service provider if this medication is administered. **I will provide a backup dose of the medication to the school as required bylaw.**

Name of Parent / Guardian / Eligible Student (please print): \_\_\_\_\_

Signature of Parent / Guardian / Eligible Student: \_\_\_\_\_ Date: \_\_\_\_\_

Primary Emergency Phone: \_\_\_\_\_ Secondary Emergency Phone: \_\_\_\_\_

Cincinnati Health Department  
 School and Adolescent Health Program  
 Consent Form for 2024-2025 Seasonal Influenza Vaccine

**COMPLETE THIS FORM ONLY IF YOU WANT YOUR CHILD TO GET THE FLU VACCINE**

**A. SCHOOL NAME:** \_\_\_\_\_

|  |         |                 |          |
|--|---------|-----------------|----------|
| STUDENT NAME (Last)  | (First) | (M.I.)          | GRADE/HR |
| DATE OF BIRTH  | AGE     | GENDER<br>M / F | RACE     |
| PHONE NUMBER   |         |                 |          |
| STREET ADDRESS   | CITY    | STATE           | ZIP      |
| INSURANCE STATUS:<br><input type="checkbox"/> Medicaid <input type="checkbox"/> CareSource <input type="checkbox"/> United Healthcare Community Plan <input type="checkbox"/> Molina <input type="checkbox"/> Paramount <input type="checkbox"/> Buckeye<br><input type="checkbox"/> No Insurance <input type="checkbox"/> Private Insurance _____ Insurance Billing# _____<br>Medical Card Billing Number# _____ Child's SS# _____<br>*No student will be denied the flu vaccine due to inability to pay or lack of insurance |         |                 |          |

**B. In order to determine if your child needs a booster dose, please answer this question:**

1. Did your child receive **2 doses** of seasonal flu vaccine since July 2010?    Yes    No    Unsure

**C. Please answer all of the following questions:**

|  | YES                      | NO                       |
|--|--------------------------|--------------------------|
| 1. Is the student sick today with fever or respiratory illness?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does the student have a serious allergy to eggs, thimerosal or another component of the flu vaccine?                              | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Has the student ever had a serious reaction to a previous dose of flu vaccine?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Has the student ever had Guillain-Barré Syndrome (a temporary severe muscle weakness) within 6 weeks after receiving flu vaccine? | <input type="checkbox"/> | <input type="checkbox"/> |

**D. Please answer all of the following questions:**

|   | YES                      | NO                       |
|---|--------------------------|--------------------------|
| 1. Does the student have a long term health problem with heart disease, lung disease, asthma, kidney disease, neurologic or neuromuscular disease, liver disease, metabolic disease (e.g., diabetes), anemia or another blood disorder? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. If the student is between the ages of 2 and 4 years old, in the past 12 months has a health care provider told you that he or she had wheezing or asthma?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Does this student have a weakened immune system because of HIV/AIDS or another disease that affects the immune system, long term treatment with drugs such as high dose steroids, or cancer treatment with radiation or drugs?       | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Does the person have close contact with someone who needs care in a protected environment (for example, someone who has recently had a bone marrow transplant)?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Is the person on long-term aspirin or aspirin-containing therapy (for example, does the person take aspirin every day)?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the student receiving anti-viral medications?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is the person pregnant or could become pregnant in the next month?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Has the person received any of the following vaccinations within the past 30 days? MMR, Varicella, or Flu Mist? If yes, give type and date.<br>Recent Vaccinations: _____ Date received: _____                                       | <input type="checkbox"/> | <input type="checkbox"/> |

**E. Consent**

|   |
|---|
| <p><b>CONSENT FOR VACCINATION:</b><br/>                 I understand I will receive the <b>Flu Vaccine Information Statement</b> and be offered the <b>Cincinnati Health Department Notice of Privacy Practices</b> prior to my child receiving the vaccine.</p> <p><b>I GIVE CONSENT</b> for the student named at the top of this form to receive the Flu vaccine.</p> <p>Signature of Person/Parent/Legal Guardian _____ Date: month _____ day _____ year _____<br/>                 Print Name of Parent Legal/Guardian _____<br/>                 Parent Cell Phone Number: _____</p> |
|---|

**F: Vaccination Record (FOR ADMINISTRATIVE USE ONLY):**

| Vaccine             | Date Dose Administered | Route                                      | Lot Number | Name and Title of Vaccine Administrator |
|---------------------|------------------------|--|------------|---|
| 2024 Seasonal Flu / | /2024                  | L Arm R Arm<br><input type="checkbox"/> IM |            |   |
| Booster Dose /      | /2023                  | L Arm R Arm<br><input type="checkbox"/> IM |            |   |