



**MEDICATION FORM – 2018-2019 SCHOOL YEAR
(One Form Per Child)**

(Only necessary to turn into school office if and when your child will be taking any medication)

In order to protect the health and welfare of children and school staff members, Indiana laws require that school personnel observe certain safeguards in administering prescription medication to pupils. If we are to administer prescription medicine to your child, the following procedures will be observed:

- a) We must have the written request of the parent or guardian. The form below may be used to that purpose.
- b) The prescribing physician must provide a written order stating the amount of medication, the hours for administration, and the period of time medication is to continue. NOTE: This information can be contained on the label of the original pharmacy container.
- c) Medication that is brought to school must be checked in at the office and kept in the original pharmacy container including medication that needs to be refrigerated.
- d) Continuing long term medication (i.e. for diabetes, asthma, hyperactivity, etc.) must be re-verified at the beginning of each school year.

WE CANNOT ASSUME RESPONSIBILITY FOR MEDICATION UNLESS THESE PROVISIONS ARE FOLLOWED. Non-prescription medication will be given or dispensed by a school employee ONLY upon written request of the parent or guardian, and by phone only in an emergency, which must include the specific instructions for administration.

PARENTAL MEDICATION RELEASE STATEMENT

I hereby give permission for school staff members to administer medication to _____ during school hours, in accordance with my enclosed written instructions. I agree to provide all medication in the original container from the pharmacy and to renew long-term medication orders at the beginning of every school year. I have enclosed specific instructions of administration of non-prescription medication.

| Name of Medication | Time(s) & Amount to administer | Period of time to be continued |
|--------------------|-----------------------------------|-----------------------------------|
| | | |

DATE

PARENT/GUARDIAN SIGNATURE(S)

OVER.....

CHANGES IN MEDICATION POLICY CREATED BY LEGISLATURE

The legislature approved the law to permit a student with an acute chronic health condition to be able to **self-administer** medication prescribed by the student's physician and for which the student has received instruction in the administration. The nature of the student's condition would require emergency administration of the medication. In addition, the parent would have to provide written permission.

This law will allow students required to take medications for seizures, diabetes, and asthma, for example, to carry and self-administer their medications.

NOTE: Parents may ask their pharmacists for duplicate bottles so that students can take just enough medication to take to school and still have medication at home.

PROCEDURES ON THE ADMINISTRATION OF MEDICATION:

- 1) No medication shall be administered without the written and dated consent of the parent.
- 2) The parent's written consent is valid only for the period specified on the consent form and never longer than the current school or program year.
- 3) A physician's prescription, a copy of the original prescription, or the pharmacy label must be provided by the parent and be on file.
- 4) If the medication is to be terminated prior to the date on the prescription, the written and dated consent or withdrawal of consent of the parent is required.
- 5) The person or persons authorized to administer medication are i.e. Administrator, Teacher, Administrative Assistant, and Staff.