

Medication Authorization
(Parent/Physician-Provided Medicines)

****Any medication that can possibly be taken before or after school should be administered at home.****

Section 1. Parental Consent (to be completed and signed by parent or guardian)

Student Name _____ Date of Birth _____
 First Last MI

Parent Name _____

Date first dose of medicine was given (all **new** medications must first be administered by the parent outside the school setting to assure the student will not have a negative reaction.) _____

I give my consent for Engleside Christian School to administer the following medication that I have provided for ECS to my child according to the directions given below. I agree to release and hold harmless ECS and any of their staff members or agents from lawsuit, claim, expense, demand, or action, etc. against them for assisting this student with this medication, provided ECS complies with the directions below. I have read the procedures outlined on the back of this form and assume responsibilities as required.

Signed _____ Date _____
 Signature of parent or legal guardian

Section 2. Medication Authorization

(If medication is a prescription, please have the prescriber/physician sign below. *A doctor's note may be used as a substitute to this section with this form. Please attach it to this document.*)

Name of medication _____ Duration of treatment _____

Reason for medication (diagnosis) _____

*Time medicine should be administered _____ Dosage to be taken at school _____

*Symptoms to Observe before administering "As Needed" Medicine: _____

Sequence medicine should be administered (if more than one medication) _____

Possible Side Effects of this medicine. _____

What action should ECS take if side effects are noted: Contact parent Contact physician
 Other (describe): _____

Physician Name (please print) _____ Physician Phone # _____

Physician Signature _____ Date _____

INFORMATION AND PROCEDURES

1. **Medications should be taken at home whenever possible** in order that the student not lose valuable classroom time or have a shortened lunch period. Any medication taken in school must have a parent or guardian signed authorization: prescription medications also require physician orders. The parent or guardian must transport medication to school.
2. No medication may be accepted by school personnel without receipt of completed and appropriate medication forms.
3. A physician may use office stationery or a prescription pad in lieu of completing section 2. Required information includes: student name, date of birth, medication name, diagnosis, dosage, time to take medication, duration of medication, sequence of more than one medication is to be taken, physician signature and date.
4. Prescription drugs must be appropriately labeled by the pharmacist, to include the information requested in number 3 above. Over the counter medication must be in the original container labeled by the parent to include the information requested in number 3 above.
5. **The first dose of any new medication must be given at home.**
6. The parent or guardian is responsible for submitting a new form to the school each time there is a change in the dosage or in the time at which the medication is to be taken.
7. Medication kept in the school will be accessible only to authorized personnel.
8. Within one week after expiration of the effective date on the physician order, the parent or guardian must personally collect any unused portion of the medication. Medications not claimed within that period will be destroyed.
9. Engleside Christian School does not assume responsibility for unauthorized medication taken independently by the student himself or herself.