

Olympia School District
AUTHORIZATION FOR ADMINISTRATION OF MEDICATION AT SCHOOL

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

The following portion of the authorization must be completed and signed by a licensed health care professional

Name of Medication	Dosage	Method(s) of Administration	Time of Day to be Taken

If "PRN" specify the length of time between doses: _____

Reason for medication to be given during school hours: _____

Possible side effects of medication: _____

Emergency procedure in case of serious side effects: _____

Permission to carry (check): Inhaler: yes no EpiPen: yes no Insulin: yes no (insulin injection may not be delegated to unlicensed staff)

I request and authorize the above named student be administered the identified medication in accordance with the instructions noted above from _____ to _____. There exists a valid health reason which makes administration of medication advisable during school hours or during such time that the student is under the supervision of school officials. Such medication may only be administered by trained school personnel.

Licensed Health Professional Signature: _____ Date: _____
Print Name: _____ Phone: _____ FAX _____
Address: _____, _____, _____

This portion to be completed and signed by the parent/legal guardian

I certify that I am the parent/legal guardian or other person in legal control, of the above identified student. I request and authorize the school to administer the above identified medication to the above identified student in accordance with the prescription and instructions from a licensed health professional.

I further understand and agree that because of schedule and other responsibilities, a dosage or dosages may be delayed or missed. Permission is granted to exchange medication information with the nurse and between the nurse and authorizing physician.

Parent Signature: _____ Date: _____

Reviewed by school nurse: _____ Date: _____

All medications MUST be supplied in the original container and written authorization must match EXACTLY with information on the container.

To: Parents
From: School Nurse
Re: Oral Medications Statute (RCW 28.A210.260 and 28A.210.270)

Please read these guidelines carefully and contact the School Nurse if you have any questions. These guidelines pertain to both prescription and over-the-counter medications.

1. Medication Request

All medication administered at school must be accompanied by a written and signed request from the parent/legal guardian and a licensed health care provider, including: M.D., D.O., N.P., D.D.S., P.A.A., A.R.N.P.

2. Container

Medication must be sent in the original container and properly labeled with the student's name, medication, dosage and instructions. Pharmacists will provide a second container for school use upon parent/legal guardian's request. A 20 day maximum may be sent at any one time.

3. Bringing in Medication – Parent/Legal Guardian

All medication must be brought to school and picked up by an adult.

4. Dividing Medication

If a tablet must be divided to obtain the correct dose, the pharmacist should be asked to divide the tablet when filling the prescription. If the tablet is not divided by the pharmacist, then divided doses are the sole responsibility of the parent/legal guardian. Medication cannot be divided by school staff.

5. Oral Medication Only

The state law allows administration of oral medication by trained unlicensed staff. Medication inhaled through the mouth (asthma inhalers) is considered oral medication. Medications given by routes other than oral such as ointments, eye or ear drops, suppositories or injections can be given by the School Nurse or self administered only. The exception is Epi Pen injections to prevent anaphylactic shock in students with known sensitivity to bee sting, food, latex, etc. School staff may administer these injections after receiving annual training from the School Nurse. If it is medically necessary that the student receive this type of medication at school, contact The School Nurse.

6. Disaster Planning

If a child has a chronic health concern and would need medication if stranded at school, the parent/legal guardian is requested to provide the school with a three day (24 hour/day) supply of medication for emergency use (i.e. earthquakes). It must be accompanied with the request from the physician and parent/legal guardian.

7. Field Trip Planning

All requirements above apply to day or overnight field trips. If a parent/legal guardian accompanies his/her child on a field trip, they may give their child medication.

8. Summer School

All requirements apply to students attending summer school.

9. Picking Up Medication

Parents/Legal guardians must pick up all medications no later than the last day of the school year. Medication not picked up will be counted by two school staff, disposed of, and recorded.