

# Medication Administration in School or Child Care

The parent/guardian of \_\_\_\_\_ ask that school/child care staff give the  
Child's Name  
following medication \_\_\_\_\_ at \_\_\_\_\_  
Name of Medicine and Dosage Time(s)  
to my child, according to the health care provider's signed instructions on the lower part of this form.

**The Program agrees to administer medication prescribed by a licensed health care provider.  
It is the parent/guardian's responsibility to furnish the medication.  
The parent/guardian agrees to pick up expired or unused medication within one week of notification by staff.**

**Prescription Medications** must come in a container labeled with: child's name, name of medicine, time medicine is to be given, dosage, and date medicine is to be stopped, and licensed health care provide/s name. Pharmacy name and phone number must also be included on the label.

**Over the Counter (OTC) Medication** must be labeled with child's name. Dosage must match the signed health care provider's authorization below and medicine must be packaged in original container.

By signing this document, I give permission for my child's health care provider to share information about the administration of this medication with the nurse or school staff delegated to administer medication.

\_\_\_\_\_  
Parent/Legal Guardian's Name Parent/Legal Guardian's Signature Date

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

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## Health Care Provider Authorization to Administer Medication in School or Child Care

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Medication: \_\_\_\_\_

Dosage: \_\_\_\_\_ Route: \_\_\_\_\_

To be given at the following time(s): \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Purpose of medication: \_\_\_\_\_

Side effects that need to be reported: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Health Care Provider with Prescriptive Authority License Number

\_\_\_\_\_  
Phone Number Date

*Please ask the pharmacist for a separate medicine bottle to keep at school/child care.*

*Thank you!*