



**OVER THE COUNTER MEDICATION  
AUTHORIZATION FORM**

This form is only good for ONE school year  
2023-2024 School Year



**This form must be signed by your PHYSICIAN for all  
OVER THE COUNTER medications to be given at school.**

Student's Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Teacher: \_\_\_\_\_ Grade: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

Name of Medication: \_\_\_\_\_

Dosage: \_\_\_\_\_ Frequency: \_\_\_\_\_

Time medication is to be administered at school or under what circumstances: \_\_\_\_\_

Order Date: \_\_\_\_\_ Discontinue Date: \_\_\_\_\_

Physician's Name (Please Print): \_\_\_\_\_

Physician's Address: \_\_\_\_\_

Physician's Phone: \_\_\_\_\_ Physician's Fax: \_\_\_\_\_

*Physician's Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**PARENT/GUARDIAN AUTHORIZATION**

I hereby request that the above ordered medication be administered by the School District and its employees and agents. I understand that I must provide all medication in the original bottle, with the student's first and last name written on the bottle. I understand that medication will be destroyed if not picked up within one week following termination of the order or the last day of school, whichever comes first. I also understand that my signature allows for verbal communication as necessary between the school nurse and the above prescriber to ensure safe administration of all medication marked above.

*Parent/Guardian Printed Name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

Policy 7:270

Adopted and Revised: June 2023