# Chattahoochee County Schools Health Services

## Authorization to Give Medication at School

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

Allergies (reactions):

## PARENT OR LEGAL GUARDIAN AUTHORIZATION *(for All Medications)*

***Parents/guardians are encouraged to give medications at home whenever possible. If it is necessary for a student to take medication at school, the following procedures should be followed:***

- The **parent/guardian must transport** prescription & over-the-counter medicines to the health clinic or main office of the school.
- Prescription medications must be in **the original prescription bottle**, clearly labeled with the student's name, physician's name and contact information, medication name and strength, amount given per dose, route and time of administration, dispensing pharmacy. Over-the-counter medications must be in the unopened original container. The school staff will have the right to refuse to give medication that is questionable or expired. Narcotic and/or other prescription pain medications (e.g. Tylenol with codeine, hydrocodone, etc) **will not be administered at school.**
- Any student possessing prescription or over-the-counter medication not in accordance with these guidelines will be considered in violation of the School District's Code of Conduct and shall be subject to the discipline set forth in the code of conduct and/or the student handbook.
- The parent/guardian must **complete an *Authorization to Give Medication at School* form** in order for school staff to administer medication.
- The parent/guardian is responsible for notifying the school of any changes in the administration of medications.
- **If these procedures are not followed, medication may not be dispensed at school.**
- **Unused medication** will be disposed of unless picked up within one week after the medication is discontinued. All unused medication must be **picked up before 11:00 am on the last day of the school year**, or it will be disposed.

**Name of medication: _____** ☐ Daily **OR** ☐ Give As Needed

**Dosage: _____ Frequency/Times to be given: _____**

**Directions on Prescription Bottle: _____**

**Condition/Illness Requiring Medication: _____**

**Possible Side Effects, if any: _____**

**Medication for: ☐ This School Year _____ or ☐ Following Dates Only _____**

**Physician's Name: _____ Phone Number: _____**

*I, this child's parent/guardian, hereby authorize the named Healthcare Provider who has attended to my child, to furnish to the School Health Services Coordinator and/or School Clinic Staff any medical information and/or copies of records pertaining to my child's medication and for this information to be shared with pertinent school staff at my child's school. I understand that as of April 14, 2003, under the Health Insurance Portability and Accountability Act ("HIPAA") disclosure of certain medical information is limited. However, I expressly authorize disclosure of information so that my child's medical needs may be served while in attendance in the Chattahoochee County Schools. This authorization expires as of the last day of the school year.*

_____ _____
***Parent/Legal Guardian Signature*** ***Date***

_____ _____ _____
***Home Phone*** ***Work Phone*** ***Cell***