

MECHANICSBURG EXEMPTED VILLAGE SCHOOLS
MECHANICSBURG, OHIO 43044

Procedures for in-school Medication

According to Mechanicsburg Exempted Village School Board Policy, any medication given on the school grounds must have a written doctor's order. The medication can then be given provided certain provisions are met.

1. Medication must be in the original container explaining what the medication is, when to administer, and how such to administer. No medication will be given that is improperly labeled or in the wrong container.
2. A record shall be kept of all students requiring medication during school hours. This shall include day, time, and signature of the person giving the medication.
3. Medication prescribed three times daily will not be given at school, unless specifically requested by the physician.

PARENTAL AUTHORIZATION FORM

I hereby request that authorized school personnel administer a medication or procedure as instructed by the physician. I understand that I am responsible for:

1. Delivering the medication to the school in the original container.
2. Maintaining an adequate supply of medicine during the period of this authorization.
3. Notifying the school of any change of physician, notifying the school if the medication, the dosage, or the procedure is changed or to be eliminated.

Student Name: _____ Grade: _____

Address: _____

Name of Medication: _____

Dosage or Procedure: _____

Frequency: _____

Duration (days) Start: _____ End: _____

Special instruction including storage and sterile equipments:

Possible adverse reactions: (To be reported to the physician).

Parent Signature

Physician's Signature

Date

Physician's Address

Physician's Phone Number

Signature of school Principal: _____ Date: _____

Signature of personnel designated to administer this medication or medical procedure:
