



# OLDENBURG ACADEMY OF THE IMMACULATE CONCEPTION

GO BEYOND

## Authorization for Medication

TO: School Personnel at Oldenburg Academy

RE: Administration of Medication to \_\_\_\_\_ (student's name)

This notice is to inform you that \_\_\_\_\_, a student in your school is currently under my medical care and as a part of that care, this student must receive medication known as \_\_\_\_\_ in accordance with the following instructions of dosage and administration.

I request and authorize you to administer this medication in accordance with the above instructions. These instructions remain in force until \_\_\_\_\_ unless you are otherwise notified by me. Problems concerning administration of this medication can be referred to me at:

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Date: \_\_\_\_\_ Provider's signature \_\_\_\_\_

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### **Parent authorization**

As the parent or legal guardian of \_\_\_\_\_, request authorization from the provider and give written permission to you, the school, to administer the medication described above in accordance with the instructions provided. I agree to notify you immediately of any change in circumstances concerning administration of this medication. My provider has permission to fax medication information to my child's school as appropriate.

Date: \_\_\_\_\_ Parent/Guardian signature \_\_\_\_\_

## Proper Procedure for Medication Taken at School

Prescription drugs can be given at school if prescribed by a provider and ordered to be taken at school. The permission form to administer medication is to be completed by the provider and parent. This form may be obtained through the school office or school nurse. The medication must be brought to the office in the original container and the permission form to administer medication with it. The school may contact the provider if there are any questions regarding the medication ordered for the well being of the student.

Over the counter medication can be given at school. If given, the medication must be sent to school in the original manufacturer's package or container. The student's name must be on the medication, along with amount to be given, time to be given and the time the medication was last given. There are two ways a student may receive medication.

1. The student's parent or guardian may come to school and give the medication.
2. The school nurse or office personnel may give the medication only if the medication is accompanied by the above information.

Non FDA approved products, herbal/dietary products, medications purchased in foreign countries, or non-traditional preparations (including but not limited to: vitamins, supplements, homeopathic remedies and essential oils) will not be administered by school personnel. Medications will not be given if not prescribed by a licensed provider.

All medications must be brought to the office immediately. It should not be kept in pockets, lockers, desks, or backpacks. It is the student's responsibility to come to the clinic to take the medication.

According to the State Law I.C.20-8.1-5.1-7.5 and 7-22, students with certain acute or chronic diseases can carry and self-administer their own medications. This is permitted only if the medicine must be given on an emergency basis, and if a parent or guardian files an annual authorization, which includes a written statement from a provider stating that the student may do so.

If you have a question regarding a specific medical/medicine situation, please contact the school principal or school nurse.