

**Chesapeake Public Schools
HEALTH SERVICES**

AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL

A physician's written order and parent/guardian authorization are required for administration of medication.

PHYSICIAN: Please Complete –

Name of Student (last, first, mi):		DOB:
Name of Medication:		
Condition Prescribed for:		
Dosage:	Time(s) of Administration:	
Possible Side Effects:		
Treatment for Side Effects:		
Date of Order:	Duration of Order:	
Signature of Physician:		
Physician's Phone Number:		

PARENT OR LEGAL GUARDIAN: Please Complete –

I request that the above medication be administered to my child at school as ordered by the physician.

Signature _____
PARENT/GUARDIAN

HOME PHONE NUMBER

WORK PHONE NUMBER

CHESAPEAKE PUBLIC SCHOOLS HEALTH SERVICES

REGULATIONS FOR THE ADMINISTRATION OF MEDICATION TO STUDENTS BY SCHOOL PERSONNEL

Medication may be administered to a student by school personnel provided the regulations for the administration of medication have been satisfied. It is desirable for medication to be scheduled at times other than school hours. We recognize that this is not always possible and will cooperate when necessary with the parent and physician for the student to be given prescribed medication during the school day. The regulations apply to both prescribed and over-the-counter medication.

The regulations require:

1. A student who is to be administered medication at school must have on file a physician's written order detailing the name of the drug, dosage, and time interval medication is to be taken and the parent's written consent. The Medication Authorization form on the reverse side is to be used for this purpose.
2. The form is to be completed each school year and whenever there is a change in the medication, the dosage or the duration of the order expires.
3. **Medication must be delivered to school by the parent/guardian or another adult designated by the parent in a container properly labeled by the pharmacy or physician.** Over-the-counter drugs must be received in the original unopened container.
4. Prescribed medication that has been discontinued by the physician must be picked up within two (2) weeks. All medication that has not been given at the end of the school year shall be picked up by the parent on or before the last day of school.