



**Non-Prescription**

**MEDICATION (NON-PRESCRIPTION) AUTHORIZATION  
FOR ADMINISTRATION AT SCHOOL**

Name of Student \_\_\_\_\_ Date of Birth \_\_\_\_\_

- Parents: Please review the information on the back of this form.
- Parents must provide all medication in the original, labeled container.
- Specific instructions from parents are required for students to receive or self-administer non-prescription medications.
- Dose and frequency may not exceed instructions on medication label.

Name of Medication (one medication per form): \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Dose (How much?): \_\_\_\_\_

**If medication is to be given “as needed”:**

Specific reason to give medication (for example “toothache”): \_\_\_\_\_

How often may medication be given? Every \_\_\_\_\_ hours.

Maximum number of times during the school day? \_\_\_\_\_

**If the medication is to be given at a specific time(s):**

What time(s)? \_\_\_\_\_

Route (circle one): Mouth Ear Eye Nose Skin Other: \_\_\_\_\_

Any special instructions? \_\_\_\_\_

\_\_\_\_\_

- Check one:**
- School staff to secure and administer medication to student.
  - Student to carry and self-administer medication.

*I am giving school personnel permission to administer, or to allow self-administration of, medication to my child per the instructions above. I understand parents must pick up all unused medication by the last day of school and that any medication that is not picked up will be destroyed.*

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

**For questions or further information on medication policies or practices please contact Lane ESD.**

**For use by school staff for self-administration requests.** All requests for student self-administration of prescription or non-prescription medication must be approved by the Lane ESD Program Supervisor.

Signature of Program Supervisor \_\_\_\_\_ Date \_\_\_\_\_

## MEDICATION INFORMATION FOR PARENTS

In order for Lane ESD school staff to administer medication to students, or for the student to self-administer medication in a Lane ESD classroom, a Medication Authorization form must be completed with all of the requested information and submitted to school staff. One form should be completed for each medication and a new form is required each school year.

Forms are available for prescription and for non-prescription medication.

Medication is to be submitted in its original, labeled, container. Prescription medication must have the pharmacy label attached to the container. Non-prescription medication must have the student's name on the container.

Medication is to be brought to and returned from the school by the parent.

It is the parent's responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication.

Medication will not be administered, or self-administration allowed, until the necessary permission form has been submitted.

### **Self-Medication:**

Physician permission is required for self-administration of prescription medication.

Self-administered medication cannot be approved until the classroom Program Supervisor's permission is obtained. This permission will be obtained by school staff in a timely manner when a written self-medication request is received.

In grades K-8 self-medication of prescription and nonprescription medication is not allowed except in cases where a student must carry such medication on his/her person for immediate access.

The complete Lane ESD school medication administration policy and administrative rules are available at:

<http://policy.osba.org/laneesd/J/JHCD%20D1.PDF>

And

<http://policy.osba.org/laneesd/J/JHCD%20R%20D1.PDF>

### **Injectable Medication:**

Students who require staff-administration of injectable medication at school can generally be accommodated in Lane ESD classrooms. Special arrangements may need to be made due to legal and training requirements. Please contact your child's classroom teacher or the district nurse for information on these services.

The complete Lane ESD injectable medication policy is available at:

<http://policy.osba.org/laneesd/J/JHCDA%20G1.PDF>

Hard copies of all policies and administrative rules are available at the Lane ESD main campus, 1200 Highway 99 N, Eugene, Oregon 97402.