



THE SCHOOL BOARD OF SARASOTA, COUNTY  
AND  
SARASOTA COUNTY HEALTH DEPARTMENT  
SCHOOL HEALTH SERVICES



MEDICATION/TREATMENT AUTHORIZATION FORM

**Attachment B** (A separate form must be completed for each medication or treatment prescribed)

Student's Name \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_  
 School Name \_\_\_\_\_ FAX Number \_\_\_\_\_

The following section is to be completed by the parent or legal guardian:

I hereby grant permission to the principal or his/her designee of \_\_\_\_\_ School to assist in the administration of the prescribed medication and/or treatment to my child while in school and away from school while participating in official school activities (F.S.232.46). It is my responsibility to notify the school if and when these orders change. I understand the law provides that there shall be no liability for civil damages as a result of the administration of such medication and/or treatment where the person administering such medication and/or treatment acts as an ordinarily reasonably prudent person would under the same or similar circumstances.

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
 Emergency Phone #: \_\_\_\_\_ Home Phone #: \_\_\_\_\_ Business Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

List child's allergies:

The following section is to be completed by the prescribing physician:

The student named in this document is under my medical supervision for the diagnosis described below. I have prescribed the following medication/treatment which is necessary to be given in school. I am aware that this physician prescribed service may be administered by trained non-medical staff.

This order is to be effective for the school year 200\_\_ 200\_\_ or earlier stop date \_\_\_\_\_

<b>Diagnosis</b> (for this medication/treatment): _____	
<b>Name of Medication/treatment:</b> (brand or generic name)	<b>Brand</b> _____ <b>Generic</b> _____
<b>Route</b> <input type="checkbox"/> Oral <input type="checkbox"/> Topical <input type="checkbox"/> Subcutaneous <input type="checkbox"/> Inhaled <input type="checkbox"/> Other (describe) _____	
<b>Dosage (Strength):</b> (i.e. number of milligrams)	<b>Amount and Duration as Indicated:</b> (i.e. tablet, tsp; 7/10 days)
Time for administration at school? _____	At home? _____
<b>Indications for as needed/PRN administration:</b> _____	
<b>Possible side effects:</b> _____	
Is student authorized to carry and use asthma inhalation medication or EpiPen? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Other Information:</b> _____	
Physician Signature: _____ Date: _____	
Physician Name: _____	
Office Address: _____	
Office Telephone/Fax Number: _____	



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**Attachment B**

**Side 2**

**- For Administration during School Hours -**

Dear Parent/Legal Guardian:

If your child needs to have medication(s)/treatment(s) given during the school day, state regulations and school board policy require that you and your doctor provide written permission for administration of both prescribed and over-the-counter medication(s) or treatment(s).

*(Medication refers only to those products which have been approved by the "Food and Drug Administration" (FDA) for use as a drug.)*

- ◆ Prescribed medications must arrive in a container with the original, unaltered prescription label attached. **The label must display all legal information required for a pharmacist to dispense a prescription medication such as valid issue and expiration dates, the patient's name, the medication name and dosage instructions, and the doctor's name. The label information must match the physician's order.**
- ◆ Over-the-counter medications must arrive in the original store-issued container. Please take the time to label the container with your child's full name and birth date, the date you send the medication to school and the dosage prescribed by the doctor.
- ◆ The Medication/Treatment Authorization Form on the reverse side of this document must be completed entirely and accompany any medication (either prescribed or over-the-counter) to be given to your child in school. **The form must be signed by both a parent/legal guardian and the prescribing doctor.** Staff will not be able to administer medications to your child without this **written consent**.
- ◆ The parent, legal guardian, or an authorized adult must hand carry medications to the school health room. The quantity of each medication will be verified by the health room aide upon receipt. **Do not send medications to school with your child.**
- ◆ The parent or legal guardian will need to pick up the medication at the end of the school year or if the medication is discontinued or changed during the school year. If the medication is not picked up, it will be discarded.

Thank you for assisting us to provide safe medication/treatment administration for your child during the school day.

The School Board of Sarasota County complies with State Statutes on Veteran's Preference and Federal Statutes on non-discrimination on the basis of race, color, sex, religion, national origin, age, handicap, disabilities, marital status, or sexual orientation.