

PIONEER VALLEY CHRISTIAN ACADEMY

Physician's Orders for Medication at School

The parent and physician are encouraged to create a schedule for administering medication outside of school hours. If this is not possible, it must be understood by the parent/guardian that the prescribed medicine will be dispensed by the nurse or a designee if the school nurse is not present. The nurse will designate the person responsible to dispense medication. Prescription medication must be submitted by the parent/guardian in the original container labeled by the pharmacy.

The school accepts no responsibility for untoward reactions when the prescribed medication is dispensed in accordance with the physician's directions.

Name of student _____ Date of birth ___/___/___

Address of student _____
Street City State Zip

Medication name/Generic name _____

Condition for which medication is being administered _____

Specific instructions for medication administration _____

Dosage _____ Method/Route _____

Time of administration _____ If PRN, frequency _____

Medication shall be administered: Start date ___/___/___ End date ___/___/___

Relevant side effects of medication _____

Student to self-administer medication specified on this form Yes No

Student to possess medication specified on this form Yes No

Prescriber name/title _____ Phone _____

Prescriber address _____

Prescribers signature _____ Date _____

School nurse signature (if applicable) _____ Date _____

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- I request that the prescribed medication be administered to my student as directed above.
 - I hereby request that the above ordered medication be administered by the school nurse or designated personnel, and I give permission to the exchange of information between the prescriber and the school nurse necessary to ensure the safe administration of this medication.
 - I understand that no more than a thirty-school day supply of the prescription medication shall be stored at the school.
 - I have administered at least one dose of the medication to my child without adverse effects.

Parent/Guardian Signature _____ Relationship _____

Date _____



Phone 413.782.8031
Fax 413.782.8033
Web www.pvcama.org

965 Plumtree Road
Springfield, MA 01119

Dear parent/Guardian,

The purpose of the medication administration protocol is to provide standards for the safe and proper distribution of medications to students at Pioneer Valley Christian Academy. The school nurse shall ensure that there is an authorized medication order from a licensed prescriber which is renewed as necessary.

Parents/guardians requesting medication administration to their student shall provide the school with appropriate written authorization and the directions for dispensing the medication before any medications are administered.

- ✓ Parental and *Physician Authorization Forms* must be completed and submitted before any medication can be administered during school hours.
- ✓ Medication orders must not expire within three months of submission to school.
- ✓ Medication administration should be scheduled at times other than school hours, whenever possible.
- ✓ All medications(s) must be submitted to the school nurse by the student's parent/guardian or a designated adult.
- ✓ No more than a thirty-day supply of medication will be accepted.
- ✓ Medications must be in the original container and labeled with the student's name, name of medication, dosage, frequency and route of administration and currently dated prescription.
- ✓ The pharmacy-labeled container can be used in lieu of a *Physician's Authorization Form* only in the case of short-term medications, i.e. medications that are to be given for ten days or less. However, parental signed permission will still be required.
- ✓ A parent/guardian may retrieve medication from the school at any time.
- ✓ All medications must be picked up by a parent/guardian before the close of the school year. Any medications that are not picked up at the time will be properly disposed of.

Intellectually Developed. Compassionately Inspired.

Accreditations: New England Association of Schools and Colleges / Association of Christian Schools International