



MEDICATION ADMINISTRATION REQUEST

When it is necessary for your child to receive medication during the school day:

- Parents/guardians must provide all medications and sign the Medication Administration Request form.
- All medication must be in the original container, clearly labeled with the student's name, the dosage, and directions for administration. Over the counter doses must not exceed the recommended doses and directions of the bottle unless accompanied by a physician's order.
- The Medication Administration Request form must be completed each year and when there are any changes to the original request. A separate form must be completed for each medication.
- Only FDA approved pharmaceuticals (prescription and non-prescriptions) manufactured with in the United States will be administered. Homeopathic preparations and allergy injections will not be accepted.
- A written physician's request is required for any medication administered longer than ten days.
- Sample medications from a physician must have written instructions from the physician.
- In the interest of safety for all students, medications must be transported to or from school by a parent/guardian.
- At the end of the school year, all medication that has not been picked up by a parent/guardian will be destroyed.

STUDENT: _____ DOB: _____ DATE: _____

ALLERGIES: _____ TEACHER: _____ GRADE: _____

MEDICATION: _____ DOSE: _____ ROUTE: _____

TIME to be administered: _____ DATES to be administered _____

CONDITION for which medication is required: _____

PHYSICIAN'S
PRINTED NAME: _____ PHONE: _____ FAX: _____

PHYSICIAN'S SIGNATURE: _____

Any special instructions: _____

My signature below, as the student's parent/guardian, indicates that I request that TES staff administer the medication specified above to my child. The medication is furnished by me and is in its original container and the container is properly labeled. I am also giving my permission for TES staff to contact the physician for additional information, if needed.

PARENT/GUARDIAN _____
PHONE: _____ DATE: _____