



# Medication Authorization Form

School Year \_\_\_\_\_

PRIOR LAKE-SAVAGE  
AREA SCHOOLS

Student: \_\_\_\_\_ DOB: \_\_\_\_\_ Grade \_\_\_\_\_

## PHYSICIAN/LICENSED PRESCRIBER – PLEASE COMPLETE

DIAGNOSIS/SIGNIFICANT FINDINGS:

HISTORY:

ALLERGIES:

MEDICATIONS REQUIRED DURING SCHOOL HOURS					
<i>All authorizations expire at the end of the school year or following Extended Year Summer session (Sp.Ed)</i>					
Medical Condition	Medication	Strength	Time	Route	Possible Side Effects
1.					
2.					
3.					
4.					

\*\*\*\*Medication is to be supplied in the original/prescription container.\*\*\*\*

## TREATMENTS/PROCEDURES REQUIRED DURING SCHOOL HOURS

(i.e., peak flows, blood glucose monitoring, catheterization, suctioning, ventilator care, dressing changes)

Medical Condition	Treatment/Procedure	Time(s)/Frequency	Special Instruction
1.			
2.			
3.			

Inhaler:

- Student may carry/self administer his/her inhaler according to the licensed prescriber's instructions. This student has been instructed on proper use, side effects, and safeguards regarding this medication.
- It is my professional opinion that this student **should not carry** his/her inhaled medication.

Epi-pen:

- Student may carry/self administer his/her Epi-Pen/auto-injector according to the licensed prescriber's instructions. This student has been instructed on proper use, side effects, and safeguards regarding this medication.
- It is my professional opinion that this student **should not carry** his/her Epi-pen/auto-injector.

Other:

- Student may carry/self administer \_\_\_\_\_ (Please identify).

\_\_\_\_\_  
Print Name of Physician/Licensed Prescriber

\_\_\_\_\_  
Physician's/Licensed Prescriber's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clinic Address

\_\_\_\_\_  
Clinic Phone #

\_\_\_\_\_  
Clinic Fax #

Please fax this form to my student's school nurse. Fax number: \_\_\_\_\_

**(Parent/Guardian Authorization on Reverse Side)**



PRIOR LAKE-SAVAGE  
AREA SCHOOLS

**Parent/Guardian Medication Authorization**

Student: \_\_\_\_\_ Grade: \_\_\_\_\_  
Allergies: \_\_\_\_\_  
(if not provided by licensed prescriber)

1. I request that the medication(s) and/or treatment(s)/procedure(s) ordered be given / performed during school hours as ordered by this student’s physician/licensed prescriber.
2. I will provide the school with physician/licensed prescriber authorization **for any change** in medication(s) and/or treatment(s)/procedure(s). (Example: dosage change, time change, discontinued, etc.)
3. I give permission for the school nurse to consult (both verbally and in writing) with the above named student’s physician/licensed prescriber regarding any questions that arise with regard to the medical condition and/or medication(s)/treatment(s)/procedure(s) being used to treat the condition.
4. I give permission for the medication(s)/treatment(s)/procedure(s) to be given by designated personnel as delegated by the school nurse.
5. I understand that school health personnel cannot administer the medication(s)/treatment(s)/procedure(s) indicated on this form without authorization from my student’s physician/licensed prescriber.
6. Only daily medications and those for life threatening/emergency conditions will be sent on field trips. The administration of medications and delegation may be different when on field trips.
7. I release school personnel from liability in the event adverse reactions result from the medication(s) and/or treatment(s)/procedure(s).

\_\_\_\_\_  
Date Parent/Guardian Signature Relationship to Student

**Note: We request all controlled substances be brought in/picked up by parent/guardian.** Please call the Health Office to form an alternative plan if this is not possible.

**Self-Administration of Medication Student Agreement**

- I, \_\_\_\_\_ agree to:
- Follow my prescribing health professional’s medication orders.
  - Use correct medication administration technique.
  - Maintain a written record of my medication administration at school (form, assignment notebook)
  - Not allow anyone else to use my medication.
  - Keep a current supply of my medication located: \_\_\_\_\_.
  - I will make sure I have my medication available for field trips or other off-site school events.
  - Notify the school nurse or health support of any of the following circumstances:
    - \_\_\_\_ My symptoms continue or get worse after taking my medication
    - \_\_\_\_ I suspect that I have side effects from my medication
    - \_\_\_\_ I need my medication more frequently than ordered (i.e., inhaler more than every 4 hours).

\_\_\_\_\_  
Signature of Student Date Locker # \_\_\_\_\_ Room # \_\_\_\_\_

The student has demonstrated knowledge about and proper use of his/her medication:

\_\_\_\_\_  
Signature of Health Office Staff Date