

Medication Authorization

All long and short-term medications must be current, in its original container and labeled with the child's full name. Over the counter medication must be accompanied by written authorization from the child's physician indicating dosage. Follow state guidelines for new authorization. If guidelines are not stipulated for short term medications, all authorizations must be updated every 2 weeks. If guidelines are not stipulated for long-term medications, **all authorizations must be updated every month when medication is changed and when child transitions to the next classroom.**

Child's Full Name

Date of Birth

Classroom

Name of Medication

Does the medication require refrigeration?

☐ Y ☐ N

Prescription Number

Expiration Date

Physician Name

Physician Number

Start Date

End Date

Time to Dispense

Dosage Amount

Will the medication be sent home daily?

☐ Y ☐ N

Parent/Guardian Signature

Date

Authorized Person's Signature

Date

Center Use Only - Record of Dispensation

Date	Time	Dosage	Adverse Reactions/Reason Not Given	Administered by (Full Signature)

Disposal of Leftover Medication: ☐ Returned to Child's Parent/Guardian Date:

Authorized Person's Signature

Date

*If noticeable adverse reaction to medication occurs, parents must be notified immediately.

*If child is not given medication at the exact time indicated, list reason here.