

INFORMATION AND PROCEDURES FOR MEDICATION ADMINISTRATION

Epinephrine will not be administered in school or during school sponsored activities without a parent/guardian signed authorization and waiver and a physician statement.

This form must be on file in the student's health folder. The **parent/guardian** is responsible for obtaining the physician's statement. The principal or school nurse will ensure that all items on the form are completed.

The **parent/guardian** is responsible for submitting a new form to the school each school year and whenever there is a change in dosage or a change in conditions under which epinephrine is given.

A physician may use office stationary / prescription pad in lieu of completing the bottom part of this form if all necessary information is completed. Information necessary includes: student's name, allergen for which epinephrine is prescribed, brand name, amount of pre-measured epinephrine, order for repeat dose if deemed necessary, physician's signature and date.

Epipen injectors of epinephrine may be given by St. Jude Catholic School staff or Health Room agents in the absence of the School Nurse.

Medication must be properly labeled by a pharmacist and match the physician's order. If physician orders include a repeat Epipen injection, then the parent must supply the school with two pre-measured Epipens.

Medication must be hand-delivered to the school by the parent, or under special circumstances, an adult designated by the parent. Under no circumstances will school personnel administer medication brought to school by the student.

All medication kept in the school will be stored in a secure area accessible only to authorized personnel. **If the student is to keep the Epipen in their possession while on the school premises this must be designated in writing.**

Any unused medication should be collected by the parent within one week after the end of the school year. Medication not claimed at the end of the school year will be discarded.

In no case may Health Room agents or School Staff members administer Epinephrine to a student who is identified as subject to anaphylactic reaction outside the framework of the procedures outlined above.

This form has been correctly completed including signatures, and the medication is properly labeled by a Pharmacist _____ Epipen(s) received with this order. _____ 1 dose _____ 2 doses

Received by _____ Date _____