



Health Services Department
 410 Central Avenue North, Suite 200 - New Prague, MN 56071
 Phone: 952-758-1760 - Fax: 952-758-1799
www.npaschools.org

NEW PRAGUE AREA SCHOOLS

Jen Schoenecker, Health Services Director
 jenschoenecker@isd721.org

Authorization for Administration of Medication or Treatment at School

Student: _____ Birthdate: _____ Grade: _____ School: _____ Allergies: _____

Medication Required During School Hours

Medical Condition	Medication	Dose	Route	Time	Possible Side Effects

****All Medications are to be supplied in the original container****

Treatments/Procedures Required During School Hours

(e.g., Peak flows, blood glucose monitoring, catheterization, dressing changes)

Medical Condition	Treatment/Procedure	Time(s)/Frequency	Special Instructions

Student may carry/self administer his/her inhaler/Epi-Pen injector.

This student uses inhaled medication/Epi-Pen injection, and has been instructed on proper use, side effects and safeguards regarding the medication. The student is authorized to keep this medication with them during the school day and to use as needed according to licensed prescriber's instructions.

Other considerations/directions: _____

Start date: _____ Stop date: _____

(All authorizations expire at the end of the school year or following the summer school session.)

Physician signature

Physician name (print)

Date

 Phone#

 Fax#

Clinic Address

Parent/Guardian Authorization

1. I request that the above medication(s)/treatment(s) be given during the school hours.
2. I will provide the required documentation from a licensed prescriber following the district medication policy and procedures.
3. I will notify the school of any change in the medication(s)/treatment(s).
4. I give permission for the Licensed School Nurse to consult with my child's physician about any questions regarding the listed medication(s) or medical condition(s) being treated.

Parent/guardian signature

Relationship to student

Date



Medication Administration Procedure

Purpose: To explain the Medication Policy (Policy 516) of New Prague Community Schools. Health services are committed to maintaining the health and safety of all students. Therefore, strict adherence to the policy and this procedure is important.

1. All prescription **and** over the counter medication will only be given when the **Medication Administration Form** (or a comparable form) is completed.
2. The comparable form must include the physician's order and parent/guardian signature for prescription medications and a parent/guardian signature for over the counter.
3. All medication must be supplied in the original bottle with the manufacturer's label clearly indicating dosage, instructions and ingredients.
4. Parents/guardians will notify health services of any change in medication; including if medication is to be discontinued (a new physician's order is needed to discontinue medication).

For students who receive mood altering medications, for example:

- Central Nervous Stimulants (Ritalin, Dexedrine, Cylert, Adderall, Concerta, etc.)
- Antipsychotics (Risperdal, Zyprexa, etc.)
- Anti-seizure medications (Lithium, Depakote etc.)
- Antidepressants (Prozac, Zoloft, Paxil, Celexa, Effexor, Wellbutrin etc.)

In addition to the above items 1 through 4, students who receive the above medications must also have:

- An adult to hand carry the medication to health services in the student's building.

Or

- An adult will call the student's health services office and report the number of tablets the student will be bringing to school.
- Health services will count the number of tablets received, store the tablets in a locked cabinet and administer the medication as directed by the physician.

Thank you,

New Prague Area Schools Health Services

Teri Skluzacek, RN
Jan Sirek-Hrabe, LPN
Sue Karrmann, RN
Angie Sirek, LPN
Rhonda Pauly
Lisa Tisdell, LPN

Eagle View Elementary
Falcon Ridge Elementary
Raven Stream Elementary
Middle School
CEC Building
High School

Phone (952)758-6006
Phone (952)758-1606
Phone (952)758-1506
Phone (952)758-1406
Phone (952)758-1706
Phone (952)758-1206

Fax (952)758-6099
Fax (952)758-1699
Fax (952)758-1599
Fax (952)758-1499
Fax (952)758-1799
Fax (952)758-1299