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**Request to Administer Medication**

If you would like Eagle Creek Academy staff to administer over-the-counter or prescription medicine to your child, please provide the following to the school office: this signed form, the medication, a measuring device, and a dispenser such as a spoon.

Over-the-counter medicine must be in its original (store) bottle and have the following information on the label: type of medication, expiration date, contraindications and warnings.

Prescription medicine must be in a pharmacy bottle and have the following information on the label: child's name, doctor's name, doctor's phone number, pharmacy name, pharmacy phone number, type of medication, dosage, instructions, expiration date, contraindications and warnings.

A separate form is required for each medication.

If the medicine is in a bottle, it should have a child-proof lid.

Eagle Creek does not have a trained nurse on staff.

Child's name \_\_\_\_\_ Birth date \_\_\_\_\_

Teacher's name \_\_\_\_\_ Name of medicine \_\_\_\_\_

Date to begin medication \_\_\_\_\_ Date to stop medication \_\_\_\_\_

Times medication should be given \_\_\_\_\_

Dosage and instructions \_\_\_\_\_

Reason for medication \_\_\_\_\_

Doctor's name and phone number \_\_\_\_\_

I hereby permit Eagle Creek's staff to administer medication as directed by my child's doctor or myself to the above named child, and I will not hold Eagle Creek Academy or its staff responsible for the consequences of administering or not administering this medication, or for complications related to the medication or the administration of it.

Parent or Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_