



DISPERSION OF MEDICATION FORM
 THE SCHOOL DISTRICT OF ESCAMBIA COUNTY
 J. E. Hall Center 30 E. Texar Dr. Pensacola, FL 32503
 Health Services Phone: 469-5456

Please return the completed form to the school health room/office.

I. STUDENT INFORMATION

Student's Name		Birth Date	Grade/Teacher
Parent/Guardian		Address	Allergies
Home Phone	Work Phone	Cell Phone	

II. ACTION PLAN

THIS REQUEST IS TO BE EFFECTIVE FOR THE SCHOOL YEAR 20__ - 20__ Diagnosis: _____ ICD10: _____
 NAME OF MEDICATION/STRENGTH (mg,mcg): _____ Dosage (# pills, ml, puffs): _____
 ROUTE: _____ POSSIBLE SIDE EFFECTS: _____
 FREQUENCY: _____
 _____ TIME TO BE GIVEN AT SCHOOL: _____

III. PHYSICIAN PERMISSION (To be completed ONLY if student is to carry and/or self administer medication.)

Florida law only allows students with asthma, life-threatening allergic reactions, diabetes, pancreatic insufficiency or cystic fibrosis, **with parent and physician authorization**, to carry and self-administer the prescribed type of medication as below.

- s. 1002.20(3)(h), FS Inhalant
- s. 1002.20(3)(k), FS Prescribed Pancreatic Enzyme
- s. 1002.20(3)(i), FS Epinephrine Auto-Injector
- s. 1002.20(3)(j), FS Diabetes Medication and Supplies

This student is both capable and responsible for carrying and/or self-administering this medication.

Print Physician's Name: _____ Address: _____
 Physician's Signature: _____ Phone: _____ Date: _____

IV. PARENTAL PERMISSION (To Be Completed By Parent/Guardian and witnessed by School District staff or notarized). Form is void if this section is incomplete.

I request the designated school personnel or its agents to assist my child in the administration of the above prescribed medication. I give permission for my child to take this medication while in school or while participating in school activities away from the school site. I understand that: (1) there is no liability on the part of the school district, its personnel, or agents, for civil damages as a result of the administration of this medication to my child when the person administering the medication acts as an ordinarily reasonably prudent person would have acted under the same or similar circumstances; (2) this medication must be brought to the school only by a responsible adult; (3) this medication must be in its original labeled container; (4) this medication will be destroyed if it is not picked up within one week following the above stop date or by the close of the current school year, whichever occurs first. I hereby authorize the exchange of medical information regarding my child's treatment plan between the physician and school health personnel of the School District of Escambia County and its agents. Furthermore, if my child is covered by Medicaid and receives health services under an IEP or any other plan, I consent for the school district to bill Medicaid for those services. I assume all risk and liability with respect to my child's use of epinephrine, including any related injection device, inhalent, insulin, diabetes supplies or prescribed pancreatic enzyme when authorizing my child to self-administer and/or carry the prescribed medication.

Print: Parent/ Guardian Name: _____ Date: _____

Parent/Guardian Signature: _____

School District Staff Signature: _____

Notary:

Signed before me in _____, Florida this _____ day of _____ 20_____.

Identification:

____ Known by me

 Signature of Notary

Notary Stamp

Pursuant to Section 1006.062, Florida Statute, any student who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated personnel.

MEDICATION PROTOCOL AT SCHOOL

PARENT RESPONSIBILITIES

Prescription/Non-Prescription Medication

1. A Dispersion of Medication form (9400-HES-005A) must be completed and signed by a parent/guardian for each prescription/non-prescription medication provided. Parent/guardian signature must be witnessed by school staff or notarized. Photo identification is required.
2. A separate authorization form must be filled out for **EACH** medication administered.
3. Changes in medication require a **new** Dispersion of Medication form signed by the parent/guardian.
4. Medication must be provided in the original container.
5. No more than a 30-day supply of medication may be accepted.
6. A responsible adult must deliver and pick-up the medications in the school clinic.
7. Notify clinic staff directly of any medication changes, including discontinued medications.
8. If your child is authorized to receive an early morning medication at school, do not give this dose at home.
9. Discontinued medication must be picked up by parent/guardian within one week of the stop date. Unclaimed medication will be destroyed one week after the stop date.
10. During the last month of the current school year, bring only enough medication to be used by the last day of school. Unclaimed medication will be destroyed at the close of the last day of school.

Stock Over-the-Counter Medication

1. The **ONLY** stock over-the-counter medications that will be administered at school are:
 - a. Acetaminophen (Tylenol®)
 - b. Calcium Carbonate (Tums®)
 - c. Diphenhydramine (Benadryl®)
 - d. Ibuprofen (Advil®, Motrin®)
 - e. Sting Relief Pad (2% Lidocaine; external use only)
2. The contracted provider's Medical Director provides standing orders for these OTC medications to be administered with parental consent and according to the dosage and time on the manufacturer's label.
3. Dispersion of Stock Over-The-Counter Medication Form (9400-HES-005B) is available in the school clinic for parent to indicate which of these medications can, or cannot, be administered to the student each school year. This form is also available on-line for parents to download from Escambia County School District/Health Services: http://escambiaschools.net/health_services.
4. Over-the-counter medications as listed above are provided, as available, and maintained by the school health staff in the school's clinic in the original containers with the manufacturer's label.
5. Notify clinic staff directly of any medication changes, including withdrawal of parental consent.
6. Over-the-counter medications provided by the school will not be administered to pregnant or breast feeding students unless there is signed direction from the student's physician.