

Enumclaw School District  
2929 McDougall Ave  
Enumclaw, Wa 98022

School/Grade
Teacher

**Authorization for Administration of Medication at School**

Student's Name \_\_\_\_\_ Birthdate \_\_\_\_\_

***This portion is to be completed and signed by the licensed health care professional for any/all medications dispensed during school hours.***

Please note: If samples of medication are to be administered, they must be labeled with the name of the student, dosage, time to be given, and prescriber's name.

\_\_\_\_\_  
*Name of Medication      Dosage      Method of Administration      Time of day to be taken*  
*PRN medication specify length of time between doses: \_\_\_\_\_*  
*Reason for medication to be given during school hours: \_\_\_\_\_*  
*Possible side effects of medication: \_\_\_\_\_*  
*Emergency procedure in case of serious side effects: \_\_\_\_\_*

*Permission to carry medication: Inhaler: Yes  No       Epi Pen Yes  No*

*If a dose of this medication is usually given at home and is missed before school, it may be administered at school per phone contact with parent or guardian: Dose \_\_\_\_\_*

I request and authorize that the above named student be administered the above identified medication in accordance with the instructions indicated above from \_\_\_\_\_ to \_\_\_\_\_. There exists a valid health reason which makes administration of the medication advisable during school hours or during such time that the student is under the supervision of school officials.

\_\_\_\_\_  
*Date      Signature of Licensed Health Care Provider      Name (Please Print)*  
  
\_\_\_\_\_  
*Phone      Address      City      Zip Code*

***This portion is to be completed and signed by the parent/guardian for any/all medications dispensed during school hours.***

I certify that I am the parent or legal guardian in control of the above identified student. I request and authorize the school nurse or trained representative to administer the above identified medication to the above identified student in accordance with the prescription or instructions from the licensed health professional. Trained non-licensed school personnel may administer oral medication(s) or Epi-Pen injection only. Licensed nurses may administer other routes prescribed or ordered by health care providers. The school accepts no responsibility for untoward reactions when the medication is dispensed in accordance with the health care providers directions.

Medication must be supplied to the school in the original container, and the written authorization must match exactly the information on the container. And; I understand and agree that because of schedule and other responsibilities, a dosage or dosages may be delayed or missed. And; I understand that I need to transport all medications to/from school. A 20 day supply is the maximum amount the school may keep on hand. And; I understand that I need to pick up any unused medication by the last school day or it will be disposed of. This form is valid for only one school year. A new form must be updated each school year.

\_\_\_\_\_  
*Date      Signature of parent/guardian      Phone: Home      Phone: Work*

**RCW 28A.210.260**

**Public and private schools -- Administration of oral medication by -- Conditions.**

Public school districts and private schools which conduct any of grades kindergarten through the twelfth grade may provide for the administration of oral medication of any nature to students who are in the custody of the school district or school at the time of administration, but are not required to do so by this section, subject to the following conditions:

(1) The board of directors of the public school district or the governing board of the private school or, if none, the chief administrator of the private school shall adopt policies which address the designation of employees who may administer oral medications to students, the acquisition of parent requests and instructions, and the acquisition of requests from licensed health professionals prescribing within the scope of their prescriptive authority and instructions regarding students who require medication for more than fifteen consecutive school days, the identification of the medication to be administered, the means of safekeeping medications with special attention given to the safeguarding of legend drugs as defined in [chapter 69.41 RCW](#), and the means of maintaining a record of the administration of such medication;

(2) The board of directors shall seek advice from one or more licensed physicians or nurses in the course of developing the foregoing policies;

(3) The public school district or private school is in receipt of a written, current and unexpired request from a parent, or a legal guardian, or other person having legal control over the student to administer the medication to the student;

(4) The public school district or the private school is in receipt of (a) a written, current and unexpired request from a licensed health professional prescribing within the scope of his or her prescriptive authority for administration of the medication, as there exists a valid health reason which makes administration of such medication advisable during the hours when school is in session or the hours in which the student is under the supervision of school officials, and (b) written, current and unexpired instructions from such licensed health professional prescribing within the scope of his or her prescriptive authority regarding the administration of prescribed medication to students who require medication for more than fifteen consecutive work days;

(5) The medication is administered by an employee designated by or pursuant to the policies adopted pursuant to subsection (1) of this section and in substantial compliance with the prescription of a licensed health professional prescribing within the scope of his or her prescriptive authority or the written instructions provided pursuant to subsection (4) of this section;

(6) The medication is first examined by the employee administering the same to determine in his or her judgment that it appears to be in the original container and to be properly labeled; and

(7) The board of directors shall designate a professional person licensed pursuant to [chapter 18.71 RCW](#) or [chapter 18.79 RCW](#) as it applies to registered nurses and advanced registered nurse practitioners, to train and supervise the designated school district personnel in proper medication procedures.

[2000 c 63 § 1; 1994 sp.s. c 9 § 720; 1982 c 195 § 1. Formerly [RCW 28A.31.150](#).]

**NOTES:**

**Severability -- Headings and captions not law -- Effective date -- 1994 sp.s. c 9:**  
See [RCW 18.79.900](#) through 18.79.902.

**Severability -- 1982 c 195:** "If any provision of this amendatory act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected."  
[1982 c 195 § 4.]