

FLORIDA DEPARTMENT OF HEALTH HOLMES COUNTY  
HOLMES COUNTY SCHOOLS

**MEDICATION NOTICE TO PARENT/GUARDIAN**

Dear Parent\Guardian:

If a physician has ordered medication to be taken at school by your child, please follow these steps:

1. Obtain a medication consent form from the school health clinic or school office. The Physician that ordered the medication should complete, sign and date the form. The Parent\Guardian also needs to sign and date the consent form. (ONE CONSENT FORM NEEDED FOR EACH MEDICATION)
2. All medication containers must be labeled by a pharmacist or physician. It must be a current container. **FIELD TRIP MEDICATION:** If you choose for your child to take his/her medication when participating on a field trip, you must bring a single dose of medication in a separate container labeled by a pharmacist. It must be a current label. Please bring this in to the school health clinic at least 3 days before a scheduled field trip. (If your child keeps an inhaler or EpiPen on self or has one kept in the health clinic, an additional inhaler or EpiPen will not be required).

**ALL MEDICATIONS TAKEN AT SCHOOL(INCLUDING OVER THE COUNTER MEDICATIONS) OR ON A FIELD TRIP MUST HAVE A PHYSICIAN'S ORDER.**

3. **Parent\Guardian to bring the labeled medication container along with the consent form to the health clinic.** Parent\Guardian will count the medication with the RN, HST, or trained Para-professional, and sign in agreement of amount of medication brought.

- ❖ MEDICATIONS THAT CAN BE GIVEN AT HOME WILL NOT BE GIVEN AT SCHOOL
- ❖ MEDICATIONS WILL NOT BE GIVEN AT SCHOOL OR ON A FIELD TRIP UNLESS THE ABOVE PROCEDURE IS FOLLOWED.
- ❖ OUR POLICY IS THE SAME FOR OVER-THE-COUNTER AND PRESCRIPTION MEDICATIONS.
- ❖ **STUDENTS MAY NOT BRING MEDICATION TO SCHOOL.**
- ❖ A 30 DAY SUPPLY (6 SCHOOL WEEKS), OF MEDICATION MAY BE KEPT IN THE HEALTH CLINIC.
- ❖ ALL MEDICATIONS TAKEN AT SCHOOL OR ON A FIELD TRIP MUST HAVE A PHYSICIANS ORDER.
- ❖ PLEASE NOTE THIS INCLUDES TYLENOL, COUGH DROPS, ETC.

***PLEASE NOTE THAT IT IS THE PARENT(S)/GUARDIAN(S) RESPONSIBILITY TO ENSURE THAT THE MEDICATION ORDER IS RENEWED EACH SCHOOL YEAR AND/OR AS SPECIFIED BY THE PHYSICIAN AND THAT THE MEDICATION BOTTLE IS CURRENT AND LABELED BY THE PHARMACIST.***

**If you have any questions or concerns, please call your school health clinic. (See health services information sheet for phone numbers)**