

Permission for Legacy Christian Academy Health Office Staff To administer Over the Counter (OTC) Medications to my Student

For the 2018 - 2019 School Year (One permission per student please)

Dear Legacy Families,

The following is information regarding our policy for administering OTC medications in the Health Office. We care for your students and want them to spend as much time in class as possible. Occasionally a student will come to the Health Office with minor, common symptoms from a cold, cough, headache, etc and want medication for those symptoms. Rather than have every family send in OTC medications, we'd like to make it less complicated for all and keep a supply of several popular items on hand. Then, only with your express permission in this note, administer them to your student if the need arises. If we administer any of these, we'll send you an email. Please turn this form into the Health Office. Please don't hesitate to connect with us for any reason. You can contact us at our direct phone number 763-316-6241 or email us at healthoffice@lcamn.org.

****Students in grades 9-12 may carry 2 doses of OTC medications on their person or in their locker without written permission sent to the Health Office. This allows yours student to spend more time in class rather than come to the health office for OTC medicine.****

Your Health Office Staff - Merry Joy Olson, RN, LSN & Chris Schomburg, Health Para

Please **CIRCLE THE MEDICATIONS** that you give Legacy Health Office permission to administer to your student (**Please turn in one permission slip per student**)

CIRCLE the OTC medications you'll allow us to administer	Dosage to be administered per weight / age indicated.	Time to be given:	How given: i.e., oral	Reason to be given:
Junior Strength Ibuprofen (i.e. Advil, Motrin, etc) OR	100mg per tab Dose to be given_____			
Ibuprofen, Adult strength (i.e. Advil, or Motrin)	200mg per tab Dose to be given_____			
Junior Strength Acetaminophen (i.e. Tylenol, chewable) OR	160mg per tab Dose to be given_____			
Acetaminophen, Adult strength (i.e. Tylenol, etc)	325mg per tab Dose to be given_____			
Cough Drops (i.e. 15 mg menthol/drop)	Dosage: one drop per hour, max			
Antacid (i.e. Tums) (1000 mg Calcium Carbonate/tab)	one chewable tablet is 1000mg (max 7 per 24 hrs)			
Benadryl (diphenhydramine)	12.5 mg per tsp OR 25 mg per tab Dose to be given_____			

Student's name or signature if 18: _____ Grade: _____

Parent/Guardian signature: _____ Date: _____

****Students who take more than two doses of the same OTC medications in a week on a regular basis may need additional permission from their medical provider****

Primary parent/guardian name & contact info: _____

