



# RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street      ≈      Spring Green, Wisconsin 53588      ≈      Phone: 608-588-2551

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452.4 Exhibit 3

## Self-Administration of Medication on Overnight School Trips Health Care Provider and Parent Permission Form

(For Grades 9-12 Only)

This form should accompany the “Student Health Information Form for Overnight School Trips” form and can be used for multiple trips during the same school year if all information remains the same.

Date \_\_\_\_\_

Student \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_ DOB \_\_\_\_\_

The policy of the River Valley school district states “medications should be administered to school children at home rather than at school whenever possible. School personnel, designated by the school nurse, may administer medications to students under established conditions and appropriate training required by the Department of Public Instruction.

In all instances where prescription medication is to be administered under this policy, the practitioner prescribing the medication has the power to direct, supervise, decide, inspect, and oversee the administration of such medication.”

We require a written order from a licensed prescriber and authorization from the parent/guardian for the student to self-administer medication. Please return this form to the school nurse.

\_\_\_\_\_  
School Nurse

\_\_\_\_\_  
School

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

### This section to be completed by Medical Provider/Prescriber

Please allow \_\_\_\_\_ to self-administer the following physician/licensed  
(Student Name)  
health care provider ordered medication during this school sponsored overnight school trip:

Medication	Dose	Route	Frequency/Time of day	Side effects to be reported to Physician

I authorize the student named above to self-administer this medication during this school sponsored overnight school trip and thereby release the school nurse or designated school personnel from liability regarding medication administration.

Medical Provider Signature \_\_\_\_\_ Date \_\_\_\_\_

Medical Provider Name (please print) \_\_\_\_\_ Telephone # \_\_\_\_\_

Address \_\_\_\_\_

### Tylenol / Ibuprofen

**Parent/guardian must complete the information below. If the dose exceeds the recommendations on the bottle/package, a physician's order is required.**

Medication	Dose	Route	Frequency	Reason
<input type="checkbox"/> Tyl Tylenol <input type="checkbox"/> Ibu Ibuprofen  <i>**For students with frequent ailments (headaches, allergies, stomach aches, etc) that require frequent use of medication parent will be required to supply medication for school. Medication will be administered according to product instructions unless specified**</i>				

### Parent/Guardian Authorization

I/we request that our student be able to carry and take their own medication and/or syringe during this school sponsored overnight school trip.

I/we agree to deliver a medication supply sufficient for the duration of this trip (only enough medication for the trip) in a pharmacy-labeled container or original manufacturer's container to the school.

I/we hereby release the Board of Education and its agents and employees from any and all liability that may result from my child taking the prescribed medication. I also, accept all responsibility and liability involved with the safe administration, transportation and possession of any medication that my student will be self-administering.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## Student Agreement

I agree to:

1. Follow my prescribing health professional's medication orders.
2. Use correct medication administration technique
3. Not allow anyone else to use my medication.
4. Notify the school personnel if I suspect that I am experiencing side effects from my medication
5. Other: \_\_\_\_\_
6. I understand that permission for self-administration of medication may be suspended if I am unable to maintain the procedure safeguards established above.

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

The student has demonstrated knowledge about and proper use of his/her medication.

\_\_\_\_\_  
Signature of School Nurse

\_\_\_\_\_  
Date

Policy #452.4 - Administering Medication to Students  
Policy #452.4-Rule 1 - Administering Medication Procedure  
Policy #452.4-Rule 2 - Medication Error Procedure  
Policy #452.4-Rule 3 - Disposal of Medical Waste  
Policy #452.4-Exhibit 1 – Medication Administration Information  
Policy #452.4-Exhibit 2 – Medication Incident Report Form

APPROVED: October 14, 2021

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