Limestone County Schools

Medication Administration for School-Sponsored Overnight Events

Dear Parent/Guardian of Student Participating in School-Sponsored Overnight Trips:

If your student requires medication or medical assistance during this overnight trip, please contact the school nurse to discuss the necessary steps. The completed Prescriber/Parent Authorization Form (PPA), including physician and parental/guardian signatures, is required for all medications, including self-carry and over-the-counter medications.

School:_____
Event or Field Trip attending:_____
Teacher:_____***Trip Dates:***_____
Student's name:_____
Parent's name:_____***Phone Number:***_____

Please indicate below if your student will require medication OR medical assistance on the trip:

_____ My student **does not require** medication or medical assistance during this trip.

_____ My student **will require** medication or medical assistance during this trip.

_____ I will attend this trip and will administer my student's medication.

Please list the medication(s) or medical needs your student may need assistance with during the trip:_____
_____

If my student's medical needs change, I will notify the school nurse and/or the classroom teacher.

I understand Limestone County School District's Medication and Health/Illness Procedures. *These procedures can be found on the LCS District website under Student Health and in the Student Handbook*.

If your student requires medication each morning, please administer the medication at home before arriving at school on the morning of departure.

_____ _____
Printed Parent/Guardian Name Parent/Guardian Signature

***See the back page for further instructions. **Return this form to the school nurse*

If your student **DOES** require medication or medical assistance while on the school-sponsored overnight trip, refer to the following instructions:

1. Contact School Nurse
   Please contact the school nurse to discuss any medications or medical assistance your student will need during the trip. Due to the time required to review the PPA forms and medication, please return the signed PPA to the school nurse **at least 2 weeks before the overnight trip.**

2. Complete the Prescriber/Parent Authorization Form (PPA)
   A PPA is required for each medication to be administered while on the overnight trip. **A signed form is required for all medications, including over-the-counter medications.** The PPA must be signed by both a physician and a parent/guardian.

3. Bring the Prescriber/Parent Authorization (PPA) form and medication to the school nurse.
   Parents must bring the completed PPA and medication needed for the trip to the school nurse no later than 2 weeks before the overnight trip. Prescribed medication must be in a bottle with a printed pharmacy label. Please only bring the amount of medication needed. All over-the-counter medications must be in an unopened container.

4. Review the Individualized Healthcare Plan (IHP) with the school nurse. A parent/guardian signature of approval is required before medication can be administered.

Contact your school nurse to discuss any PPAs already on file in the nurse's office for the current school year.

If medication is only needed during the field trip, please ask the physician's office to indicate "for field trips only" on the form. The physician can include dates of the current school year from beginning to end. This will cover any other field trips that may arise.

If you have any questions please contact your child's school nurse.