

Lawrence Public Schools USD 497  
Health Services

**SELF-ADMINISTRATION PLAN FOR MEDICATION - CONFIDENTIAL**

Name of student \_\_\_\_\_ Date of birth \_\_\_\_\_

School \_\_\_\_\_ Grade \_\_\_\_\_ Teacher \_\_\_\_\_

Medication \_\_\_\_\_ Dosage/frequency \_\_\_\_\_

Reason \_\_\_\_\_

Common side effects \_\_\_\_\_

**RELEASE OF INFORMATION  
(REQUIRED FOR MEDICATION TO BE TAKEN AT SCHOOL)**

I hereby authorize the mutual release and disclosure of information regarding: \_\_\_ medication and/or  
\_\_\_ medical records (optional) between \_\_\_\_\_ and USD 497  
Health Care Provider

I understand that the information disclosed will be treated in a confidential manner.

**The following signatures are also required to complete this form:**

Parent \_\_\_\_\_ Date \_\_\_\_\_

Health Care Provider \_\_\_\_\_ Date \_\_\_\_\_  
(Required for elementary students only)

Student \_\_\_\_\_ Date \_\_\_\_\_  
(Sign after instruction has been given by the school nurse)

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

**PARENT INFORMATION**

The signatures on this document verify that this student has been instructed in and understands the purpose for the medication and its appropriate method of administration, and has demonstrated proper and responsible self-administration. The medication shall be packaged in the original container and supply a single day's needs (except inhalers). **A duplicate inhaler kept in the school health office as a backup is strongly recommended for students with asthma or any emergency medication. Controlled substances may not be self-administered.** School personnel do not provide documentation or supervision of self-administered medication, and shall not be held liable for any injury resulting from self-administration of medication or if the student distributes his/her medication to another student.

**STUDENT INSTRUCTIONS**

- Keep emergency medication with you at all times (inhalers, epi-pens, etc)
- Keep non-emergency medication with you at all times **or** locked in your locker
- **NEVER** let anyone use your medication (even if you know they use the same one)
- The pharmacy label must be attached to prescriptions; nonprescription medication must be kept in its original package
- Follow manufacturer/physician instructions for administration

**Failure to comply with these expectations may result in the immediate loss of self-medication privileges.**