

**Elementary School  
Health Office**

Ext. 1343/1345

Fax: (570) 853-3092



**High School  
Health Office**

Ext. 2347

Fax: (570) 853-3918

**PHYSICIAN/PARENT REQUEST FOR ADMINISTRATION OF MEDICINE OR  
SPECIAL PROCEDURE BY SCHOOL PERSONNEL**

Special health care procedures and medications may be administered at school by school personnel when such treatment is necessary for school attendance and cannot be otherwise accomplished. This completed form, along with the medication and/or special equipment items are to be brought to the school by a parent in the original container appropriately labeled by the pharmacy (hint: parents may request that the pharmacist dispense two bottles of medication, one for home and one for school).

**HEALTH CARE PROVIDER SECTION (ITEMS 1-9)**

1. Name of student \_\_\_\_\_ Grade \_\_\_\_\_
2. Name of medication/procedure \_\_\_\_\_
3. Diagnosis/condition for which prescribed medication/treatment is required  
\_\_\_\_\_
4. Dosage and route of administration/instruction (include time schedule)  
\_\_\_\_\_
5. Precautions/possible side effects \_\_\_\_\_
6. Curtailment of school activities (sports/gym/recess, etc) \_\_\_\_\_
7. Other medications (prescribed) that student takes outside of school hours  
\_\_\_\_\_
8. Date of request \_\_\_\_\_ Date of termination \_\_\_\_\_
9. Identification of PA Licensed Health Care Provider

\_\_\_\_\_/\_\_\_\_\_  
*Health Care Provider's Name (PRINTED)* *Health Care Provider's Signature*

\_\_\_\_\_/\_\_\_\_\_  
*Health Care Provider's Address* *Health Care Provider's Telephone #*

**PARENT SECTION**

I the undersigned parent/guardian of \_\_\_\_\_, request  
*Student Name*

that the above medication/procedure be administered to my child by the Certified School Nurse (CSN), staff nurse, or designee of the Principal as explained in the school medication policy.

\_\_\_\_\_/\_\_\_\_\_  
*Parent/Guardian Signature* *Date* *Telephone #*