

**Medication Authority Form**

**This form is updated as required to reflect details of medication to be administered at school and should be read in association with the student’s Medical Management Plan.**

# Student Details

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| --- | --- |
| Name of Student | Date of Birth |
| Date of Medical Management Plan |  |
| MedicAlert Number (if applicable) |  |
| Date for Medication Authority Form  |  |

# Medication(s) to be administered at school

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Medication** | **Dosage (amount)** | **Time/s to be taken** | **How is it to be taken? (e.g. oral/topical/ injection)** | **Dates to be administered** | **Supervision required?** |
|  |  |  |  | Start: End: OR[ ]  Ongoing medication | [ ]  No student self-managing[ ]  Yes[ ]  remind[ ]  observe[ ]  assist[ ]  administer |
|  |  |  |  | Start:End:OR[ ]  Ongoing Medication | [ ]  No Student Self-managing[ ]  Yes[ ]  Remind[ ]  Observe[ ]  Assist[ ]  Administer |
|  |  |  |  | Start:End:OR[ ]  Ongoing Medication | [ ]  No Student Self-managing[ ]  Yes[ ]  Remind[ ]  Observe[ ]  Assist[ ]  Administer |

# Medication taken to/stored at the school

Indicate if there are any specific storage instructions for any medication:

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*Ensure that medication taken to the school is in its original package with original labels. Please note School staff will seek emergency medical assistance if concerned about a student’s condition following medication*.

Please outline the reasons the administration of medication is required. This should be supported by a Medical Management Plan for ongoing medical conditions or letter from the child’s treating health practitioner:

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# Privacy Statement

We collect personal and health information to plan for and support the health care needs of our students. Information collected will be used and disclosed in accordance with [insert school name] published Privacy Policy.

# Authorisation to administer medication in accordance with this form

Name of authorised parent/guardian/carer:

|  |  |
| --- | --- |
| Parent/Guardian/Carer Name | Parent/Guardian/Carer Name |
| Signature | Signature |
| Date | Date |
| Health practitioner name | Health practitioner signature |
| Practice name |  |
| Contact details |  |
| Telephone | Email |
| AHPRA registration | Patient URL number  |
| Date |  |

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| --- | --- |
| **Responsible director** | Director of Learning and Regional Services |
| **Policy owner** | General Manager, Learning Diversity |
| **Approving authority** | Director, Learning and Regional Services |
| **Approval date** | 14 September 2022 |
| **Date of next review** | April 2023 |