

Learning Ladder Authorization to Administer Medication Form

Directions:

- Must be in original container with the child's name, dosage and directions for administration.
- Parent must complete all unshaded boxes. Use of N/A in a box is not applicable.
- Learning Ladder staff must review the form and complete the shaded boxes.
- A new form is required when there are any changes or medication is replaced or refilled.
- Learning Ladder will not administer the first dose of a new medication to a child.
- Staff will call the child's parent prior to administering an "as needed" medication.

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|--|---|--|
| Child Name | | Birth Date |
| Name of Medication | | |
| Dosage Amount | | Medication Expiration Date (as listed on label) |
| Authorization Start Date | | Authorization End Date |
| How to be administered: Orally (Swallowed) Topically (Applied to skin) By Device (Detailed instructions and demonstration of use must be provided to staff by parents) Other _____ | Time(s) to be administered: | |
| | Type of medication: Prescription Over-The-Counter Diaper Cream Other | If "as needed", describe symptoms: |
| Yes No N/A - Does the over-the-counter (OTC) medication label indicate the child's physician should be consulted? If "yes", I have consulted with my child's physician and I am authorizing a dosage consistent with the physician's recommendation. _____ <i>Parent Initials</i> | | |
| Additional Information/Special Instructions: | | |
| <i>I hereby authorize the staff of Learning Ladder to administer the medication above to my child</i> | | |
| Parent Name | | Date |
| Staff Use | | |
| Medication is in original container and labeled with the child's name and the label includes dosage and directions for administration. | | |
| Received & Reviewed By Staff Member | | Date |
| | | Form Renewal/ Expiration Date |