

## CARDINAL SCHOOLS MEDICATION GUIDELINES

These guidelines are in accordance with the Ohio Revised Code

1. All medications can only be dropped off by an adult.
2. All medications must be in the original container and all medications must have the pharmacy label. All over the counter meds must be in original container with student's name on it and current expiration date.
3. All medications must be counted upon arrival. Please have all over-the-counter meds in a new, unopened original container or if unable to purchase new bottle, only bring in partial amount so to avoid too many pills/tabs for the school year.
4. If medications are brought in before the med order form is completed by the physician and signed by parent/guardian, no medication will be administered at school until the med form is brought in. The medication form must be filled out completely with all required signatures and current dates.  
**All meds, prescription and over the counter require a doctor order with guardian consent, the same med form is to be used for both med types.**
5. Every school year, a new medication order form must be completed. (Even if for same med as previous school year).
6. Within the last 2 weeks of school year, an end of the year medication pickup form will be sent home as a reminder to pick up your student's meds. An adult must pick up the meds, medications will not be sent home with students, unless medication is an Epi-pen or Inhaler with a "consent to carry" doctor order. If not picked up during the specified timeframe, the meds will be discarded by the school nurses at designated medication drop off centers.
7. Overnight/day long field trips now require a separate container with a pharmacy label on all prescription medications. Only the amount of medication required for the duration of the trip is allowed in the container.
8. Middle and high school students who are able to carry their own rescue inhalers and Epi-pens must still have the Medication Administration Record Form completed by the parent and the physician. Students who carry Epi-pens must have a back-up Epi-pen in the clinic.