

# 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 N/A if 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.

<b>Child Name</b>		<b>Birth Date</b>
<b>Name of Medication</b>		
<b>Dosage Amount</b>		<b>Medication Expiration Date (as listed on label)</b>
<b>Authorization Start Date</b>		<b>Authorization End Date</b>
<b>How to be administered:</b>  Orally (Swallowed)  Topically (Applied to skin)  By Device (Detailed instructions and demonstration of use must be provided to staff by parents)  Other _____	<b>Time(s) to be administered:</b>	
	<b>Type of medication:</b>  Prescription  Over-The-Counter  Diaper Cream  Other	<b>If "as needed", describe symptoms:</b>
<b>Yes No N/A - Does the over-the-counter (OTC) medication label indicate the child's physician should be consulted?</b> 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>		
<b>Additional Information/Special Instructions:</b>		
<i>I hereby authorize the staff of Learning Ladder to administer the medication above to my child</i>		
Parent Name		Date
<b>Staff Use</b>		
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