Medication Administration at FPCDC

It is the policy of FPCDC to not dispense any over-the-counter medication. This does not include prescription medicines. Prescription medicines will be given under the following conditions:

1) Only staff authorized to give prescription medicines will be allowed to administer them.
2) Prescription medicine must be in its original container with a label on it.
3) Must include doctor’s written authorization to give medication. The following must be on the doctor’s authorization
   a. Child’s Name
   b. Name of Medication
   c. Current Date
   d. How to Administer (orally, inhaled, etc.)
   e. Dosage
   f. Time Medication Needs To Be Given While in Childcare
   g. Start Date and End Date
   h. Reason for Medicine
   i. Side Effects
   j. Storage Information/Special Instructions

Please follow our required prescription medicine policies. This is for the safety of your child here at First Presbyterian Child Development Center.

When bringing in medicine, please follow these steps:
1) Give the medicine to the Director or Lead Teacher
2) Give the Doctor’s Authorization to the Director or Lead Teacher
3) Fill out the medication log located in the Director’s office. This must be signed and checked each day.
4) Medicines must be picked up every night.
5) All medications must be stored in a secure place.
Thank you for your understanding.

I have read and understand the Medication Policy for FPCDC.

______________________________                                  __/__/____
Parent/Guardian Signature                                                   Date