

**Parent / Guardian Request for the Administration of Medication**

Child's Name \_\_\_\_\_ Classroom \_\_\_\_\_  
 Address \_\_\_\_\_ Teacher \_\_\_\_\_  
 \_\_\_\_\_ Grade Equivalent \_\_\_\_\_

Name of Medication to be given: \_\_\_\_\_

Dosage to be given: \_\_\_\_\_ Expiration date of Medication \_\_\_\_\_

Date the administration of medication should begin: \_\_\_\_\_

Date the administration of medication should end: \_\_\_\_\_

Times the Medication should be administered: \_\_\_\_\_

Specific Instructions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Possible side-effects to watch for: \_\_\_\_\_

Signature of Parent / Guardian requesting administration: \_\_\_\_\_ Date: \_\_\_\_\_

Physician's Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Physician's Signature: \_\_\_\_\_ Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Record of dosage(s) given to the above-named child:**

Date & Time of Dosage	Amount of Dosage given	Signature of Administering Personnel

If more space is needed to record dosage information, please use the back of this sheet.