



Milestones School of Achievement Medicine Dispensation Policies

- 1. All medications will be dispensed at 11:00am and/or 3:00pm, daily.**
2. Parents are urged to notify the doctor that the child attends a child care center and request for the dosages to be set up for dispensing at home only, when possible.
3. Medications to be dispensed 'twice daily', or less, will not be administered at the child care center.
4. All medications must be authorized by your child's physician. This includes over-the-counter medicines such as "Sudafed", "Robitussin", "Pedia-Care", etc. This means you must bring in a doctor's note stating that the child has been directed to take the OTC medication. The note must also indicate the dosage amount as well as the starting and ending dates, or it will not be administered.
5. Tylenol, Motrin, and other fever reducing medicines cannot be given at the center unless given as a prescribed drug. This means that you must bring in a doctor's note stating that the child has been directed to take the medication. The note must also indicate the dosage amount as well as the starting and ending dates, or it will not be administered.
6. Prescribed medication must be in its original container bearing the Pharmacist's label which lists the child's name, date the prescription was filled, the physician's name, the name of the medicine or the prescription number, and directions for dosage, or be accompanied by written instructions for dosage, bearing the child's name, which are dated and signed by the prescribing physician or other health professional. Prescribed medicine will be administered only to the person for whom it is prescribed.
7. Medications will not be dispensed after the last dosage date or the time specified on the bottle.
8. Medication must be picked up when treatment ends. If not picked up after three days, the medicine will be discarded.
9. All medications, including prescription, prescribed OTC (over the counter), powders, and ointments must be signed in at the front desk. Powders and ointments may be locked up in the child's classroom. All other medications will be locked up at the front desk or the refrigerator. It is dangerous to leave ANY medication in your child's diaper bag. Please let someone at the front desk know when you have medicine so they can ensure that the proper form is filled out.

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